

Swale Borough Council

Report to: Licensing Sub – Committee (Under the Licensing Act 2003)

Date: Tuesday 20th October 2015 at 10am

Report Author: Mohammad Bauluck - Licensing Officer

Subject: Park N Shop – 15 Key Street Sittingbourne Kent ME10 1YX

Purpose and summary of report:

To consider an application, to which 4 (four) representations have been made, for a variation of an existing Premises Licence application under the Licensing Act 2003 – application reference number SIT/SWALE/189/0046

Recommendations:

The Committee is asked to determine the application and decide whether to grant a licence. Members asked to consider the application on its merits.

Background papers: The Licensing Act 2003
DCMS Guidance Documents issued under Section 182 of the Licensing Act 2003 as amended.
Swale Borough Council Statement of Licensing Policy.

Contacts: Mohammad Bauluck at mohammadbauluck@swale.gov.uk
Telephone: 01795 417 364

The Licensing Act 2003 Act requires the Council to publish a 'Statement of Licensing Policy' that sets out the policies the Council will general apply to promote the licensing objectives when making decision on applications made under the Act. The Policy will be available at the meeting for reference purposes.

Under the Licensing 2003 Act, it is the duty of all licensing authorities that, in carrying out their functions, they must have regard to guidance issued by the Secretary of State under section 182. The Guidance cannot anticipate every possible scenario or set of circumstances that may arise. Provided that the licensing authority has properly understood and considered the Guidance, it may depart from it when it has reason to do so. However, as the licensing authority is under a duty to have regard to the Guidance, it will need to give full reasons for its departure from it. This would be a key consideration for the courts should departure from the Guidance result in a determination which gives rise to an appeal or judicial review. Should the need arise the Guidance will be available at the meeting for reference purposes.

The Licensing Authority must, under the Act refer any application for hearing to the Licensing Panel, if relevant representations are made by a responsible authority or other person. A copy of the Council's approved procedure for hearings of the Panel in relation to an application, along with a copy of the Hearings Regulations has been circulated to all parties prior to the meeting.

Report Title: Park N Shop – 15 - 21 Key Street Sittingbourne Kent ME10 1YX

Application for: Variation of a premises licence to be granted under the Licensing Act 2003.

Purpose of the report

The report advises Members of an application for a Variation of a Premises Licence under the Licensing Act 2003, made by Licensing Matters Ltd, in respect of the premises Park N Shop(Appendix A and B) in respect of which four (4) representations (Appendix D) have been received from other persons.

Issues to be decided

1. Members are asked to determine whether to (i) grant subject to conditions consistent with the Operating Schedule modified to such an extent as considered appropriate for the promotion of the licensing objectives and any mandatory condition, (ii) grant excluding any of the licensable activities applied for, or (iii) reject the application.

2. Background

The Licensing Act requires the Council as licensing authority to carry out its various licensing functions so as to promote the following four licensing objectives:

- i) the prevention of crime and disorder;
- ii) the protection of public safety;
- iii) the prevention of public nuisance: and
- iv) the protection of children from harm

3. The Application

- a. On 2nd September 2015, an application was received from Licensing Matters Ltd for the variation of a premises licence under section 34 of the Licensing Act 2003 in respect of premises Park N Shop at 15 – 21 Key Street Sittingbourne Kent ME10 1YX

The application is for:

- (1) An extension of their opening hours and sale of alcohol to 24 hours.

The current opening hours are:

Monday – Saturday 08.00 – 22.00
Sunday 10.00 – 22.00

The current hours for licensable activities are:

Sale of alcohol (Off Sales)

Monday – Saturday 08.00 – 22.00
Sunday 10.00 – 22.00

- b. A copy of the application, which includes the operating schedule that details the steps the applicant intends to take to address the licensing objectives, is shown as **Appendix A**

- c. The application has been correctly advertised in the local press and a notice has been displayed for the whole of the consultation period.
- d. The Designated Premises Supervisor is Suzanne Mona C Quirk.

Representations

1. Responsible authorities:

- Kent and Medway Fire & Rescue Service – No representations
- Kent County Council Trading Standards – No representations
- Kent County Council Social services Children & Families – No representations
- Planning Department – Swale Borough Council – No representations
- Environmental Pollution – Swale Borough Council – No representations
- Kent County Council Public Health – No representations.
- Kent Police – Applicant has agreed to amend his operating schedule to include conditions requested by the Police – Appendix C
- **Conditions agreed:**
 1. CCTV will be provided in the form of a recordable system, capable of providing pictures of evidential quality in all lighting conditions particularly facial recognition.
 - a. Cameras shall encompass all ingress and egress to the premises, fire exits and all areas where the sale and supply of alcohol occurs.
 - b. Equipment must be maintained in good working order, be correctly time and date stamped, recordings MUST be kept on the hard drive and kept for a period of 28/31 days and handed to Police upon reasonable request.
 - c. The premises licence holder must ensure at all times a DPS or appointed member of staff is capable and competent at downloading CCTV footage in a recordable format to the Police and Local Authority upon reasonable request.
 - d. In the event of technical failure of the CCTV equipment the premises licence holder or DPS must report the failure to the Police Licensing Officer within 24 hours unless the CCTV will be repaired before that time
(licensing.north.division@kent.pnn.police.uk)
 2. All persons that sell or supply alcohol to customers must have licensing training.
 - a. Training should take place within six weeks of employment and any new employees will be supervised until the training has taken place.

- b. Refresher training should be repeated a minimum of every six months or earlier if required due to changes of legislation.
 - c. Training records must be kept on the premises and shall contain the nature, content and frequency of all training.
 - d. Records must be made available for inspection by Police, Police Licensing Officer and authorised officers from the Local Authority upon request either electronically or hard copy.
3. The premises licence holder or designated premises supervisor must keep an incident/refusals register. Staff are to be trained to complete an incident book/records immediately after the incident but no later than the end of their shift.

The register must be kept on the premises and will detail

- Day, date and time of incident
- Nature of incident
- Resolution
- Each entry is to be checked by the DPS/Duty Manager no later than 1 week after the entry has been made.

The register must be made available to Police, Police Licensing Officers and authorised officers from the Local Authority either electronically or hard copy.

4. The premises licence holder or designated premises supervisor must ensure that an age verification policy is adopted in respect of the premises in relation to the supply of alcohol.
 - The policy must require individuals who appear to the responsible person to be under the age of 25 years of age to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either:
 - a) A holographic mark, or
 - b) An ultraviolet feature.

2. Other Persons

There have been four valid representations received from other persons. Their comments are shown as **Appendix D**

The representations put forward by Mr & Mrs Knott and Mr & Mrs Judges did not contain much evidence about the impact of the variation of the licence in connection with to the 4 licensing objectives.

As a result of this, a representation form was sent to give them an opportunity to elaborate on the reasons as to how this variation would impact on them. The original representations sent by Mr & Mrs Judges and Mr & Mrs Knott are shown at **Appendix D0**

Responsible Authority / Other person	Licensing Objective	Associated Documents	Appendix
Mr & Mrs Knott and Mr & Mrs Judges	Public Safety Public Nuisance	Original representations – Letter	D0
Mr & Mrs Massey	Crime and Disorder Public Nuisance	Letter	D1
Mr & Mrs Judges	Public Safety Public Nuisance	Representation from	D2
Mr & Mrs Knott	Public Safety Public Nuisance	Representation form	D3
Mr & Mrs Westley	Crime and Disorder Public Nuisance	Letter	D4

4. Policy Considerations

The following provisions of the Secretary of State’s Guidance apply to this application:

Chapter 2 – The licensing objectives

Chapter 8 – Applications for premises licences

Chapter 9 – Determining applications

Chapter 10 – Conditions attached to Premises Licences

The following paragraphs of the Council’s Statement of Licensing Policy apply to this application:

Sections 2.1 to 3.4 – These sections set out the Council’s approach with regard to licensing and details other mechanisms to deal with potential problems.

Section 1.1 to 1.4 – These sections set out the four licensing objectives and identifies matters that may be relevant to the promotion of each licensing objective.

5. Determining the application – Options of the Panel

The Panel must, when reaching a decision on the outcome of the application, take into account the licensing objectives. Having had proper regard to the matters above the Panel may:

1. Grant the licence subject to such conditions as are consistent with the operating schedule accompanying the application; modified to such an extent as the Licensing sub-committee considers appropriate for the promotion of the licensing objectives and any relevant mandatory condition.

2. Exclude from the licence any of the licensable activities applied for.
3. Reject the application.

Members of the Licensing Act 2003 – Licensing Sub – Committee are reminded of their duty under the Section 17 of the Crime and Disorder Act 1998 to consider the crime and disorder implications of their decisions and the Licensing Authority’s responsibility to co-operate in the reduction of crime and disorder in the Borough.

Section 17 of the Crime and Disorder Act 1998 states:

“Without prejudice to any other obligation imposed on it, it shall be the duty of each authority to which this section applies to exercise its various functions with due regard to the likely effect of the exercise of those function on, and the need to do all that is reasonably can to prevent crime and disorder in its area”.

6. Implications Assessment

The decision should be made with regard to the Secretary of the State’s guidance and the Council’s Statement of Licensing Policy under the Licensing Act 2003. Where the decision departs from either the Guidance or the Policy clear and cogent reasons must be given. Members should be aware that if such a departure is made the risk of appeal / challenge is increased.

7. Human Rights

While all Convention Rights must be considered, those which are of particular relevance to the application are:

- Article 8 – Right to respect for private and family life.
- Article 1 of the First Protocol – Protection of Property
- Article 6(1) – Right to a fair hearing.
- Article 10 – Freedom of Expression

8. Recommendations

Members must ensure that the application is considered on its merits, as well as against the relevant guidance, policy and statutory framework.

9. List of Appendices

Appendix A – Application form
Appendix B – Plan of premises
Appendix C – Agreed Conditions with Police
Appendix D – Representations (Other Persons) (4)
Appendix E – Plan of area
Appendix F – Order of proceedings

10. Appeals

The applicant or any other person (objector) may appeal the Licensing Act 2003 Sub Committee's decision within 21 days beginning with the day on which the Appellant is notified. All/any appeals must be lodged with the Magistrates' Court. Parties should be aware that they MAY incur an Adverse Cost Order should they bring an appeal.