

Supplementary Committee Agenda



**Epping Forest
District Council**

Licensing Sub-Committee Monday, 30th March, 2015

Place: Council Chamber, Civic Offices, High Street, Epping

Time: 10.00 am

Democratic Services: A Hendry (Direct Line 01992 564246)
Email: democraticservices@eppingforestdc.gov.uk

4. SUMMARY REVIEW OF THE VILLA, COTTIS LANE, EPPING (Pages 3 - 6)

(Director of Neighbourhoods) To consider the attached proposed police amendments to the conditions for the Villa.

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Amendments to Premises Licence

LN/210001103 - The Villa, Cottis Lane, Rear of 195-199 High Street, Epping, CM16 4BL

After consultation with the new owner and director Balvinder Singh; Essex Police feel the following amendments to the premises licence are proportionate in addressing the concerns of the premises, and request they be made by the licensing sub-committee.

These measures supersede exhibit PJ\201503\10.

1. Removal of 'Provision of Facilities for Dancing' as a licensable activity.
2. Curtailment of licensed hours to 0130 each day with 0200 closure.
3. Removal of the off sales supply of alcohol.
4. Amendment to the Conditions of the Premises Licence as follows.

Current Conditions

Prevention of Crime and Disorder

- CCTV covering the internal and external of the premises will be installed and maintained. It will be recording at all times that the premises are open to the public and will be kept in an unedited format for a period of not less the 28 days. The images are to be made available to the Police, Local Authority or trading Standards for inspection upon request. (See Ref. 1)
- Reasonable and adequate staff training is to be carried out and properly documented in relation to: Dealing with incident of Crime and Disorder; Sale of alcohol to (to underage persons, persons over 18 purchasing for underage) prior to being allowed to sell alcohol.
- All training records will be retained for 12 months and made available to Police and Local Licensing Officers upon reasonable request.
- A minimum of 2 SIA door staff or one door staff per 60 customers or part thereof, whichever is the greater, to be deployed from the time the premises opens to its patrons. (See Ref. 2)
- All door staff will wear SIA registration badges and those engaged outside the premises will wear high visibility jackets vests.
- The head doorman will complete an incident log which shall include the following information and will be available to the police upon request:
 - a) All crimes reported to the venue.
 - b) All ejections of patrons.
 - c) Any complaints received.
 - d) Seizures of drugs or offensive weapons.
 - e) The full name and registration number of ant SIA door person who has been involved in dealing with any of the above matters (a to d).
- A minimum of four out of ten persons entering or re-entering the premises will be subject to a search by a SIA trained staff member during the times they are on duty. Any person who refuses to be searched will be refused entry. All searches must be carries out in

view of a CCTV camera. No person found with, or using a weapon or illegal drugs may enter or remain on the premises. (See Ref. 3)

- No sales shall be made to anyone who appears intoxicated.

Public Safety

- No drinking glasses will be permitted outside at any time. (See Ref.4)
- Suitable air conditioning shall be provided within the premises so as to prevent the need for doors and windows to be opened.

Prevention of Public Nuisance

- Notices shall be prominently displayed at all exits requesting patrons to leave quietly.
- No entry or re-entry after **02:00** save for bona fide customers who have used the designated smoking area. (See Ref. 5)
- An appropriate automatic noise control device shall be used for all amplified sound produced as a result of any public entertainment events at the premises. The device shall be set so that the power to the equipment used for playing amplified music/sound shall be automatically cut-off if the volume of music/sound reaches a level audible at the façade of any noise sensitive premises. The device shall be connected to all external doors and windows that are not normally used for ventilation, entry or exit and shall be set to automatically cut-off any amplified sound if such doors or windows are opened. The device should be set to a level to be agreed by the Council.
- The Designated Premises Supervisor (or representative) shall monitor the volume of music emanating from the premises and adjust the volume to ensure that any amplified sound or other music from the licensed premises does not cause a public nuisance. The Designated Premises Supervisor (or representative) can ensure that music from the premises does not cause a public nuisance by ensuring that the music is inaudible at the boundary of any properties where the occupiers are likely to be sensitive to noise.

Protection of Children from Harm

- The Premises will operate a Challenge 25 Policy. Only photographic forms of identification are acceptable.
These are:
 - i. Passport.
 - ii. Driving Licence.
 - iii. Accredited proof of age card bearing the PASS hologram or other nationally approved proof of age card.

Miscellaneous conditions

- This licence shall be conditional upon the licensee acquiring the existing leasehold interest in the licensed premises by way of assignment or under lease for the same term thereof within a period of two years from 4th day of March 2005. (See Ref. 6)

- Not more than 224 persons shall be allowed to be present in the restaurant when it is being used for any purposes authorised by this licence. (See Ref. 7)

Amended and New Conditions that Essex Police would like to be considered in the event the licence for the premises is not revoked.

Ref. 1 – Replace this condition with:

The premises shall install and maintain a comprehensive CCTV system covering the internal and external of the premises. It will also cover all entry and exit points enabling full frontal identification of every person entering in any light condition. The CCTV system shall continually record whilst the premises is open to the public and during all times when customers remain on the premises. All recordings will be kept in an unedited format for a period of not less the 28 days with time and date stamping. Recording shall be made available immediately upon lawful request of Police, Local Authority or Trading Standards. Download or export of CCTV should be in the native file format with the native player.

A staff member from the premises who is conversant with the operation of the CCTV system shall be available at all times when the premises are open to the public. This staff member must be able to show Police, Local Authority or Trading Standards recent data or footage with the absolute minimum of delay.

Ref. 2 – Replace this condition with:

A minimum of 2 SIA door staff (one male and one female) or one per 60 customers or part thereof, whichever is the greater, to be deployed from 2100 hours and until 30 minutes after closing of the establishment. A register of door staff employed will be kept and door staff will sign in and out when coming on duty and off duty. This register shall be made available immediately upon lawful request of Police, Local Authority or Trading Standards.

Ref. 3 – Amend this condition to:

From 2200 a minimum of four out of ten persons entering or re-entering the premises including those using the smoking area will be subject to a search by a SIA trained staff member during the times they are on duty. Any person who refuses to be searched will be refused entry. All searches must be carried out in full view of a CCTV camera. No person found with, or using a weapon or illegal drugs may enter or remain on the premises.

Ref. 4 – Amend this condition to:

No drinks will be permitted outside at any time.

Ref. 5 – Amend this condition to:

No entry or re-entry after 01:00 save for bona fide customers who have used the designated smoking area.

Ref. 6 – Removal of this condition.

Ref. 7 – Removal of this condition as capacities should not be specified within a Premises Licence and are subject to a Fire Risk assessment.

Addition of the following conditions.

1. All persons entering the premises after 2100 hours will have their photographic ID scanned and recorded with a real-time image of them. This data shall be provided to Police upon lawful request. Failure to provide ID will result in refused entry.
2. A written security and searching policy shall be in operation at all times.
3. There shall be a personal licence holder on duty and on the premises at all times alcohol is available for sale.
4. The number of smokers permitted outside after 23:00 will be limited to 15.
5. Only polycarbonate drinking vessels shall be used on the premises with the exception of where they are not produced / available for purchase by the operator. This does not include champagne glasses or other such glassware as agreed in writing with Essex Police.
6. All bottled drinks will be decanted. This does not include champagne bottles or other such bottles as agreed in writing with Essex Police.
7. No entertainment with full or partial nudity shall be offered.
8. All events will have risk assessments carried out and held on the premises for a minimum of 12 months. Risk assessments shall be made available to Police, Local Authority or Trading Standards with the absolute minimum of delay.
9. No external promoters shall be used.
10. No permanent or temporary dance floors or areas shall be installed or permitted.
11. From 2100 hours persons under the age of 18 are not permitted on the premises at any time unless they are part of a pre-booked table with responsible adults.
12. A suitable and sufficient fire risk assessment shall be undertaken prior to the premises opening and the capacity figure identified, this shall be referenced through the fire service as meeting their fire regulations. This shall be given to Police and Licensing Authority.