

Debbie Houghton

From: Gordon Ashford 42076878 <Gordon.Ashford@essex.pnn.police.uk>
Sent: 15 August 2018 10:37
To: Licensing
Subject: Statement of Licensing Policy - Consultation

Dear Sir/Madam

Thank you for the opportunity to comment on your intended statement of licensing policy (Licensing Act 2003).

On behalf of Essex Police, my sole observation relates to paragraph 1.26.

For the ease of applicants in developing an operating schedule and to speed the process of negotiation where police have queries about an individual application, Essex Police has created a pool of model conditions applicable to licensed premises. It represents those conditions which Essex Police consider may be appropriate to a range of premises types and modes of operation and is referred to when Essex Police is assessing whether to make representations on an individual application or when liaising with an existing licence holder. Essex Police does not seek to apply these conditions universally and they should not be treated as standard conditions. Each application will be treated on its merits by Essex Police. This pool of model conditions is not an exhaustive list of conditions that an applicant, Essex Police or another responsible authority may propose.

I wonder whether the Council's policy might signpost applicants to the police pool of model conditions, perhaps with a statement similar to "Essex Police has independently created a pool of model conditions that an applicant may find it useful to consult in drawing up an operating schedule".

Yours faithfully,

Gordon Ashford

Licensing Manager &
Substance Misuse Coordinator – Essex Police

Licensing Department (Alcohol & Gambling)
Essex Police
Blyths Meadow
Braintree
Essex
CM7 3DJ

Please visit our website at: www.essex.police.uk/licensing

Alcohol (and gambling) licensing applications/enquiries should be sent to: licensing.applications@essex.pnn.police.uk

General alcohol and gambling licensing enquiries can be made by phoning 01245 452035



Debbie Houghton

From: Gordon Ashford 42076878 <Gordon.Ashford@essex.pnn.police.uk>
Sent: 15 August 2018 10:47
To: Licensing
Subject: Essex Police Standard Conditions (Version 2018.08.14)
Attachments: Essex Police Standard Conditions (Version 2018.08.14).docx; ATT00001.txt

Dear Sir/Madam

In reference to my comments on the Council's licensing policy – I attach, for reference, the latest version of the police model conditions document. I would not be suggesting your policy should document our conditions, merely make a reference to their existence if that was acceptable to the Licensing Committee.

Yours faithfully

Gordon Ashford

Licensing Manager &
Substance Misuse Coordinator – Essex Police

Licensing Department (Alcohol & Gambling)
Essex Police
Blyths Meadow
Braintree
Essex
CM7 3DJ

Please visit our website at: www.essex.police.uk/licensing

Alcohol (and gambling) licensing applications/enquiries should be sent to: licensing.applications@essex.pnn.police.uk

General alcohol and gambling licensing enquiries can be made by phoning 01245 452035



This email and any other accompanying document(s) contain information from Kent Police and/or Essex Police, which is confidential or privileged. The information is intended to be for the exclusive use of the individual(s) or bodies to whom it is addressed. The content, including any subsequent replies, could be disclosable if relating to a criminal investigation or civil proceedings. If you are not the intended recipient, be aware that any disclosure, copying, distribution or other use of the contents of this information is prohibited. If you have received this email in error, please notify us immediately by contacting the sender or telephoning Kent Police on 01622 690690 or Essex Police on 01245 491491, as appropriate. For further

Pool of Model Conditions

This pool of model conditions has been produced to assist prospective licence holders in developing an operating schedule. It represents those conditions which Essex Police consider may be appropriate to a range of premises types and modes of operation and is referred to when Essex Police is assessing whether to comment on an individual application or when liaising with an existing licence holder.

Essex Police does not seek to apply these conditions universally and they should not be treated as standard conditions. Each application will be treated on its merits.

This pool of model conditions is not an exhaustive list of conditions that an applicant, Essex Police or another responsible authority may propose.

Where a condition includes {text in brackets} this indicates a choice of wording may be applicable.

For ease, the conditions have been split into themes as below:

- General – all four licensing objectives
- The prevention of crime and disorder;
- Public safety;
- The prevention of public nuisance;
- The protection of children from harm; and
- Conditions applicable only to events/festivals or the dis-applying of the exemptions related to (otherwise) regulated entertainment upon review.
-

Furthermore, the third column in the tables that follow indicates the types of premises to which the relevant condition may be of most relevance.

A	Pubs, wine bars etc. in urban settings (sales after midnight)
B	Pubs, wine bars etc. in urban settings (<u>no</u> sales after midnight)
C	Pubs, wine bars etc. in rural settings
D	Qualifying clubs (Club Premises Certificate)
E	Night-clubs
F	Café bars
G	Hotels (premises operated exclusively as such)
H	Off-sales only premises
I	Restaurants (primarily operated as such)
J	Other entertainment venues (e.g. cinemas, bowling alleys, leisure complexes, licensed function rooms)
K	Take-away outlets
L	Festivals and music events
M	Any premises following review, warning or incidents of cause for concern
ALL	A condition that may be of relevance to any premises that sells or supplies alcohol

General – all four licensing objectives

Number	Condition	Application to premises type
1	There shall be a personal licence holder on duty on the premises at all times when alcohol is offered for sale.	A, E
2	After (HH:MM) on {every day/specified days) there shall be a personal licence holder on duty on the premises when alcohol is offered for sale.	A, E
3	A Clubscan/IDSCAN or similar system shall be operated at the premises. All persons entering the premises must provide verifiable ID and have their details recorded on the system.	E
4	<p>No alcohol may be supplied by an individual unless that individual has the written consent of the Designated Premises Supervisor or other employed Personal Licence Holder.</p> <p>A written record of this consent must be retained on the premises at all times when such an individual supplies or proposes to supply alcohol and be made available immediately upon reasonable request of the police or licensing authority.</p>	ALL
5	<p>Essex Police shall be provided with 21 days' notice where an event is to be held which is either organised by an external promoter or is promoted/advertised to the public by an external promoter.</p> <p>This notice shall include full details of the nature of the event and the promoter and be e-mailed to the central police licensing team (the address of which appears on the Essex Police website).</p>	E, J, L
6	There shall be no events at the premises that are organised, promoted or advertised by an external promoter (i.e. by an individual/organisation not directly related to the management of the premises).	E, J
7	In addition to water, other non-alcoholic beverages shall be available at all times whilst alcohol sale or supply takes place.	ALL

Prevention of Crime and Disorder

Number	Condition	Application to premises type
8	<p>The premises shall have installed and maintain a closed circuit television surveillance (CCTV) system which at all times complies with the below requirements:</p> <ul style="list-style-type: none"> i. CCTV will be provided in the form a recordable system, capable of providing pictures of evidential quality in all lighting conditions particularly facial recognition; ii. CCTV cameras shall cover {all public areas including} all entrances and exits and all areas where the sale of alcohol takes place; iii. Equipment must be maintained in good working order, be correctly time and date stamped, recordings must be kept in good working order and kept for a minimum period of {31} days; iv. At all times, whilst the premises is open for licensable activities, there are members of staff able to immediately provide viewable copies of recordings to the police or licensing authority staff upon reasonable request; v. The recording equipment and data storage devices shall be kept in a secure environment and fitted with security functions (such as passwords) to prevent recordings being tampered with; vi. An operational daily log report must be maintained endorsed by signature, indicating the system has been checked and is compliant: in the event of any failure this will be recorded immediately. 	A, B, E
9	<p>In addition to any local storage of CCTV images; CCTV images shall be (at the close of opening hours or contemporaneously) uploaded to an {off-site CCTV storage facility or to an off-site cloud based storage system} and remain accessible for a period of 31 days.</p> <p>These images must be capable of being made available in accordance with paragraph IV above in the event of an on-site system failure or access issue.</p>	M
10	<p>Any failure of the CCTV system which cannot be rectified within {24} hours of discovery must be reported to the central Essex Police Licensing Team by phone or e-mail (contact details as per Essex Police website).</p>	E
11	<p>The premises shall have installed and maintain a closed</p>	C, F, H

Number	Condition	Application to premises type
	<p>circuit television surveillance (CCTV) system which at all times complies with the below requirements:</p> <ul style="list-style-type: none"> i. CCTV will be provided in the form a recordable system, capable of providing pictures of evidential quality {in all lighting conditions} particularly facial recognition; ii. CCTV cameras shall cover all entrances {and exits} and the areas where alcohol sales take place; iii. Equipment must be maintained in good working order, be correctly time and date stamped, recordings must be kept in good working order and kept for a minimum period of {31} days; iv. Upon the reasonable request of the police or licensing authority staff, within 48 hours viewable copies of recordings will be provided. 	
12	<p>Signs must be displayed at all entrances {and exits} advising customers that CCTV is operating at the premises and shall be a minimum size of 200 x 148 mm and clearly legible at all times when the premises conducts licensable activities.</p>	All (where CCTV in use)
13	<p>An incident log shall be kept at the premises, and made immediately available to police or licensing authority staff upon reasonable request.</p> <p>The log must be completed as soon as is possible and within any case within 4 hours of the occurrence and shall record the following:</p> <ul style="list-style-type: none"> (a) {all crimes reported to the venue} (b) {all ejections of patrons} (c) {any complaints received concerning crime and disorder} (d) {any incidents of disorder} (e) {all seizures of drugs or offensive weapons} (f) {any faults in a CCTV system, searching equipment or scanning equipment mandated as a condition of the licence} <p>The incident log shall either be electronic or maintained in a bound document with individually numbered pages and be retained for at least {12} months from the date of the last entry.</p>	All
14	Where SIA licensed door supervisors are used at the	All

Number	Condition	Application to premises type
	<p>premises a record shall be maintained (on the premises) which is legible and details:</p> <ul style="list-style-type: none"> i. The day and date when door supervisors were deployed; ii. The name and SIA registration number of each door supervisor on duty at the premises; and iii. The start and finish time of each door supervisor's worked duty period. <p>This record shall be retained on the premises for 31 days and be immediately provided to police or licensing authority staff upon reasonable request.</p>	
15	<p>Where SIA licensed door supervisors are employed at the premises (either directly or via a third party) a check of the current validity of each door supervisor's licence shall be conducted via the SIA website at the commencement of employment at the premises and monthly thereafter and recorded in a log.</p> <p>This log shall be retained for at least {6} months after the last recorded check.</p>	A, E
16	<p>Door supervision by SIA licensed door supervisors must be provided {every day/on (specify days)}.</p> <p>On these days, door supervisors must be on duty {at all times/from (HH:MM)} whilst the premises is open and for at least {30} minutes after the premises has closed.</p>	A, B, E, K, L
17	<p>On {all days/specify days} at least {insert number} SIA licensed door supervisors shall be on duty at the {premises/location at the premises} {at all times/from (HH:MM)} whilst the premises is open and for at least {30} minutes after the premises has closed.</p>	A, B, E, K, L
18	<p>On any occasion where the premises conducts licensable activities past (HH:MM) hours, at least {insert number} SIA licensed door supervisors must be on duty from (HH:MM) hours until at least {30} minutes after the premises closes.</p>	A, B, E, K, L
19	<p>All persons entering or re-entering the premises shall {at all times/after (HH:MM)} be searched by a SIA licensed door supervisor for drugs and concealed weapons.</p> <p>Prominent signs (minimum size 200 x 148 mm) to this effect shall be displayed at all entrances and be legible to prospective patrons whilst the premises is open for</p>	A, E

Number	Condition	Application to premises type
	licensable activities.	
20	<p>No persons shall be admitted or re-admitted to the premises {at any time/after (HH:MM)} unless they have passed through a metal detecting search arch and, if the search arch is activated, physically searched by a SIA licensed door supervisor.</p> <p>Prominent signs (minimum size 200 x 148 mm) to this effect shall be displayed at all entrances and be legible to prospective patrons whilst the premises is open for licensable activities.</p>	M
21	{At all times/ after (HH:MM) each day/ on specified days} SIA licensed door supervisors shall supervise any queue to enter the premises that forms outside the premises.	A, E, J, L
22	All SIA licensed door supervisors engaged at the premises for the purpose of supervising or controlling queues or customers must wear high visibility {jackets/vests/ armbands}	ALL
23	<p>At all times, admission to the premises shall remain under the exclusive control of the premises' management and staff and any SIA licensed door supervisors deployed shall be hired (directly or indirectly) by the premises licence holder, designated premises manager or some other responsible person directly involved in the management of the premises.</p> <p>This requirement exists even where:</p> <ul style="list-style-type: none"> i. The premises is hired/used by independent promoters; or ii. An arrangement exists with an independent promoter who arranges an event that includes admission to the premises. 	E, J
24	<p>The premises shall have in place, and operate, a zero tolerance policy with regard to the use/possession of controlled drugs and psychoactive substances and advertise the same within the premises on posters and similar means.</p> <p>This policy shall specifically include but not be limited to:</p> <ul style="list-style-type: none"> i. Searching practices upon entry; ii. Dealing with patrons suspected of using drugs on the premises; iii. Scrutiny of spaces including toilets or outside areas; 	A, B, E, J, L

Number	Condition	Application to premises type
	<ul style="list-style-type: none"> iv. Clear expectations of staff roles (including the DPS, managers/supervisors and door supervisors); v. Staff training regarding identification of suspicious activity and what action to take; vi. The handling of items suspected to be illegal drugs or psychoactive substances vii. Steps taken to discourage and disrupt drug use on the premises viii. Steps to be taken to inform patrons of the premises drug policy/practices <p>A copy of this policy document shall be lodged with the police {and licensing authority}.</p>	
25	<p>During the period in which the premises is open for licensable activities, toilets shall be checked on at least an hourly basis for the purpose:</p> <ul style="list-style-type: none"> a) of detecting and deterring the use of controlled drugs and psychoactive substances; and b) maintaining public safety. <p>A record of these checks shall be maintained with the date, time, and condition of the toilets and staff member conducting the check.</p> <p>These records shall be made contemporaneously, retained at the premises for at least {3} months and made available immediately upon demand to police or licensing authority staff.</p>	A, E
26	<p>A suitable drugs safe/cabinet shall be fitted and any seized items shall be deposited in it. The safe shall be installed at the {main entrance/location} and only the police shall have the access keys. Any seized items shall be placed in a clear bag with a label stating the circumstances of why it is in the safe.</p>	E, J
27	<p>Between (HH:MM) and (HH:MM) no sales of alcohol for consumption off the premises may take place.</p>	ALL
28	<p>Substantial food and non-intoxicating beverages shall be available in all parts of the premises where alcohol is sold or supplied for consumption on the premises {at all times/up to (HH:MM) hours}.</p>	F, I

Public Safety

Number	Condition	Application to premises type
29	<p>{At all times/after (HH:MM) hours} no persons shall be permitted to take bottles, glasses or drinking vessels {from the premises/into (specified area)}.</p> <p>Conspicuous signage (of a minimum size of 200mm x 148 mm) shall be displayed, at each ingress/egress point explaining this policy.</p>	ALL
30	<p>{At all times/after (HH:MM) hours on all/specified days} drinks must only be served in {polycarbonate/plastic and/or toughened glass} containers.</p>	ALL
31	<p>Drinks must only be served in {polycarbonate/plastic and/or toughened glass} containers; save with the exception of bottles of champagne (or similar) or spirits supplied by waiter/waitress service to tables.</p> <p>Customers shall not be permitted to leave their table carrying any such glass bottles.</p>	E, J
32	<p>No more than (X) customers will be permitted on the premises at any one time.</p>	E, J, L
33	<p>A qualified first-aider shall be on the premises after (HH:MM) each day when the premises is open for the sale of alcohol.</p> <p>The first aider must have a valid (non-expired) qualification in Emergency First Aid at Work or higher.</p>	E, L

Prevention of Public Nuisance

Number	Condition	Application to premises type
34	Other than wine or spirits, no alcohol with an alcohol by volume content above {insert percentage} will be sold or offered for sale.	H
35	No alcohol with an alcohol by volume content above {insert percentage} will be sold or offered for sale.	H
36	No beers, lagers or ciders over {insert figure} % ABV shall be sold by retail in plastic or metal containers.	H
37	All alcoholic drinks offered for sale for consumption off the premises must be clearly labelled with the name and postcode of the premises.	H
38	Clear and legible notices must be prominently displayed at any area used for smoking requesting customers to respect local residents and use the area quietly. {These signs shall be a minimum size of 200 x 148 mm}.	ALL + K
39	Between (HH:MM) and (HH:MM) no use shall be made of {specified external areas such as smoking area/beer garden etc.}	ALL + K
40	Customers shall not enter or leave the premises by (insert specific entrances or exits) {at any time/after (HH:MM)}, except in the event of an emergency.	ALL + K
41	{All external emergency exit doors or other specified exit/entry doors} shall be fitted with sensor alarms and visible indicators to alert staff when the doors have been opened. Applicable only when condition 38 applies.	ALL + K
42	Between (HH:MM) and (HH:MM) no persons shall be admitted or re-admitted to the premises {except for persons who have temporarily left the premises to smoke}. Notices to that effect (of a minimum size of 200mm x 148mm) will be displayed at the premises' exits.	A, E
43	Between (HH:MM) and (HH:MM) patrons permitted to temporarily leave and then re-enter the premises, e.g. to smoke, shall not be permitted to take drinks or glass containers with them. Notices to that effect (of a minimum size of 200mm x 148mm) will be displayed at the premises' exits.	ALL

Number	Condition	Application to premises type
44	Between (HH:MM) and (HH:MM) no persons shall be re-admitted unless from a designated smoking area. Notices to that effect (of a minimum size of 200mm x 148mm) will be displayed at the premises' exits.	ALL
45	Customers must not be permitted to remove from the premises late night refreshment provided at the premises between {(HH:MM) and (HH:MM)} hours.	I, F
46	Between (HH:MM) and (HH:MM) alcohol shall be sold or supplied only to residents and their bona fide guests.	G
47	Customers will not be permitted to remove from the premises any drinks supplied by the premises in open containers.	ALL
48	Outside tables and chairs {specify location as necessary} shall be rendered unusable and immovable by (HH:MM) hours each day.	ALL + K
49	There shall be a {specify} minute period where music volume is reduced and lighting increased before the end of the provision of live or recorded music.	A, E, L
50	Except when being used for entry or egress by a patron, all external windows and doors shall be kept shut {at all times when music is being played} and/or {after (HH:MM) hours at any other time}.	ALL
51	Queuing outside the premises shall be restricted to a designated area located at (specify location)	ALL + K
52	A written dispersal policy will be formulated and provided to the police and licensing authority which amongst other things details: <ul style="list-style-type: none"> • How patrons leaving the premises shall be directed away from the premises; • How patrons will be informed of the services of taxi and private hire operators; • What staff will be responsible for supervising those leaving the premises and how they will supervise such persons; • Any 'wind' down periods; • Methods to prevent re-entry to the premises; • How bottles and glasses will be prevented from being removed from the premises at closing time. 	A, E, K, L
53	The premises shall comply with the Portman Group's Retailer Alert Bulletins (RABs) as they relate to Portman Group's Code of Practice on the Naming, Packaging and Promotion of Alcoholic Drinks.	H

Number	Condition	Application to premises type
54	The premises must operate as a restaurant: i. In which customers must be seated at a table; ii. Which provides substantial table meals that are prepared on the premises and are served and consumed at the table; iii. Which do not provide any take away service of food or drink for immediate consumption; and iv. Where alcohol must not be sold, supplied, or consumed on the premises otherwise than to persons who are taking substantial table meals and provided always that the consumption of alcohol by such persons is ancillary to taking such meals.	I
55	Service of alcohol shall be by waiter/waitress only to patrons seated at a table and who have or intend to have a substantial meal.	I
56	No persons shall be supplied with alcohol at a bar or place of similar description within or outside the premises.	I
57	Between (HH:MM) and (HH:MM) there will be provided a minimum of {insert number} 'covers' where table meals may be consumed.	F, I

Protection of Children from Harm

Number	Condition	Application to premises type
58	There shall be no striptease or nudity except when the premises are operating under the authority of a Sexual Entertainment Venue licence.	M
59	The premises shall display prominent signage indicating [at any point of sale] [at the entrance to the premises] [in all areas where alcohol is located] that it is an offence: {for a person under the age of 18 to buy or attempt to buy alcohol}; or {buy, or attempt to buy, alcohol for a person under the age of 18}.	ALL
60	A Challenge 25 scheme shall be operated, whereby any person who appears to be under the age of 25 years of age is required to produce on request an item which meets the mandatory age verification requirement and is either a: <ul style="list-style-type: none"> • Proof of age card bearing the PASS Hologram; • Photocard driving licence; • Passport; or • Ministry of Defence Identity Card. 	ALL

Number	Condition	Application to premises type
61	<p>The premises shall clearly display signs at the each point of sale and in areas where alcohol is displayed advising customers that a 'Challenge 25' policy is in force.</p> <p>At the point of sale, such signs shall be a minimum size of 200 x 148mm.</p>	ALL
62	<p>A refusals record shall be maintained at the premises which details all refusals to sell alcohol. Each entry shall, as a minimum, record the date and time of the refusal and the name of the staff member refusing the sale.</p> <p>All entries must be made as soon as possible and in any event within 4 hours of the refusal and the record must be made immediately available to police, trading standards or licensing authority staff upon reasonable request.</p> <p>The refusals record shall either be electronic or maintained in a bound document and retained for at least {12} months from the date of the last entry.</p>	ALL
63	<p>Each till at the premises shall incorporate a system that shall immediately identify that an age restricted product is the subject of the proposed sale and produce an appropriate age prompt to the operator.</p>	M
64	<p>All staff engaged in the sale or supply of alcohol on the premises shall have received training in relation to the protection of children from harm (including under-age sales), how to recognise drunkenness and the duty not to serve drunk persons. Refresher training shall be carried out at least every six months.</p> <p>Training records shall be kept on the premises (or otherwise be accessible on the premises) for a minimum of 12 months and made immediately available to police, trading standards or licensing authority staff upon reasonable request.</p>	ALL
65	<p>Persons under the age of 18 years shall not be allowed entry to the premises save on occasions when either:</p> <ul style="list-style-type: none"> • An 'under 18' event is held without the sale or supply of alcohol, or • The premises are exclusively used for a private function, for example wedding reception, engagement party employers Christmas party etc. and any person under 18 is accompanied by a responsible adult. 	E, L
66	<p>No person under the age of 18 years of age shall be</p>	ALL

Number	Condition	Application to premises type
	permitted to enter or remain on the premises {unless they are accompanied by an adult} when the sale or supply of alcohol takes place; save to enter/exit residential parts of the building.	
67	At all times when entertainment, activity or services of an adult nature takes place (which is not subject to a sexual entertainment licence) no persons under the age of 18 shall be permitted to be present.	ALL
68	<p>All staff employed in licensed areas of the premises shall have received training in the recognition of child sexual exploitation and the steps to be taken when such activity is suspected. Refresher training shall be carried out at least annually.</p> <p>Written training records shall be kept on the premises for a minimum of 12 months and made immediately available to police or licensing authority staff upon request.</p>	ALL
69	No events solely for those under the age of 18 will be permitted on the premises.	M
70	<p>Where the premises is used to hold an event advertised primarily for persons under the age of 18 years of age:</p> <ul style="list-style-type: none"> i. At least 1 male and 1 female SIA licensed door supervisor shall be on duty; ii. No person shall be admitted without being searched for alcohol, controlled drugs, psychoactive substances or weapons; iii. No person aged 18 years of age or older shall be admitted – except for staff or event organisers; iv. No sale or supply of alcohol shall take place in any part of the premises until all persons at that event have been cleared from the premises; v. At least one person will be made available throughout the event who has been subject of an enhanced DBS (including child barred list) check. 	

Special Events

Number	Condition	Application to premises type
71	<p>The premises licence operator or their agent shall complete an Event Management Plan in respect of the {time limited event/licensed event}.</p> <p>This EMP must be first submitted to the licensing authority no later than {insert number of weeks} weeks before the event.</p> <p>No later than {insert number of} weeks before the intended first day of the event, the licensing authority or Safety Advisory Group shall be provided with a final version of the EMP for consideration.</p> <p>{Where the licensing authority or a Safety Advisory Group declares the final version of the EMP as unsatisfactory and specifies that it considers that one or more of the licensing objectives is likely to be undermined the {sale/supply of alcohol and/or the provision of regulated entertainment{ shall not be permitted under the licence.}</p> <p>{Where the licensing authority or a Safety Advisory Group states it cannot approve the final version of the EMP specifies that it considers that one or more of the licensing objectives is likely to be undermined the {sale/supply of alcohol and/or the provision of regulated entertainment{ shall not be permitted under the licence.}</p> <p>{Where the final version of the EMP is not rejected, this must be complied with and no changes may be made to it without the prior written consent of the licensing authority.}</p>	L

Dis-application of Deregulation of Music etc.

Number	Condition	Application to premises type
72	<p>Section 177A (2) of the Licensing Act 2003 is to have no effect and both live and recorded music are to be treated as regulated entertainment.</p> <p>This condition specifically exempts the premises from the deregulation of music.</p>	M only
73	<p>No live music will be played at the premises, with the exception of non-amplified live music.</p> <p>Can only be imposed where condition 72 applies.</p>	M only
74	<p>There shall be no playing of recorded music, other than as incidental background music.</p> <p>Can only be imposed where condition 72 applies</p>	M only

Debbie Houghton

From: Sue Sheppard <sue.sheppard@essexrcc.org.uk>
Sent: 22 August 2018 09:30
To: Debbie Houghton
Cc: Nick Shuttleworth
Subject: RCCE EFDC draft Licensing Policy

Hi Debbie

Thanks for sending through the draft EFDC Licensing Policy and my apologies for being a little late with a response as I've only just got back from holiday.

I've read the policy and just wonder if it would be appropriate to include the **The Legislative Reform (Supervision of Alcohol Sales in Church and Village Halls) Order 2009**? As you are probably aware, this allows a Village Hall or Church committee to disapply the requirement for a DPS and the committee as a whole becomes responsible for the sale of alcohol. Would this be best mentioned under the section 'Applications' and in the delegation of functions?

Kind regards

Sue

Sue Sheppard

Village Halls & Community Buildings Adviser
Rural Community Council of Essex
Threshelfords Business Park
Inworth Road
Feering
CO5 9SE
Tel: 01376 574330
Website: www.essexrcc.org.uk
Please note: my normal working week is Tuesday to Thursday.

Debbie Houghton

From: Nazeing Clerk <nazeingpc@btconnect.com>
Sent: 27 September 2018 07:42
To: Licensing
Cc: Debbie Houghton
Subject: RE: Licensing act consult 2018
Attachments: Licensing Policy 2018 (Draft).docx

Dear Sir

Apologises for the slightly late reply. The Council have reviewed the policy and it was proposed that on page 6 under section 1.23 the paragraph "The Responsible Authorities are:" that Town Councils and Parish Councils are include on the list.

Regards,

Mrs Lorraine Ellis - Nazeing Parish Clerk
Unit 6 Harold's Park Farm
Bumbles Green
Nazeing
Essex EN9 2SF
01992 893012
Office hours Tuesday & Friday 9am to 5pm
nazeingpc@btconnect.com

From: Debbie Houghton [<mailto:dhoughton@eppingforestdc.gov.uk>]
Sent: 17 August 2018 15:08
To: 'Nazeing Clerk' <nazeingpc@btconnect.com>
Subject: RE: Licensing act consult 2018

Hi Lorraine,

I am sorry about the date on the enclosed letter with the consultation report, the date should have said 21st September 2018 as the end of the consultation, that was a typing error that was not checked before the email was sent, I can only apologise for this mistake,

Hopefully this will give the councillors more time to consider if they want to make any comments or not,

Regards

Debbie

Miss Debbie Houghton
Licensing Officer
Neighbourhoods Directorate
Tel: 01992 564336
E-mail: dhoughton@eppingforestdc.gov.uk

From: Nazeing Clerk [<mailto:nazeingpc@btconnect.com>]
Sent: 17 August 2018 13:52
To: Debbie Houghton
Subject: FW: Licensing act consult 2018

Dear Debbie

I am afraid the date of 21/8/18 was insufficient to allow Cllrs time to review and comment on the policy. They have asked that an extension is given until 24/8/18, so that the document can be considered at the Council meeting on 23/8/18. Please let me know if this is possible.

Thank you,

Mrs Lorraine Ellis - Nazeing Parish Clerk
Unit 6 Harold's Park Farm
Bumbles Green
Nazeing
Essex EN9 2SF
01992 893012
Office hours Tuesday & Friday 9am to 5pm
nazeingpc@btconnect.com

From: Debbie Houghton [<mailto:dhoughton@eppingforestdc.gov.uk>]

Sent: 07 August 2018 14:39

Subject: FW: Licensing act consult 2018

Hi,

Please find attached the Licensing Act Consultation 2018,

Regards
Debbie

Miss Debbie Houghton
Licensing Officer
Neighbourhoods Directorate
Tel: 01992 564336
E-mail: dhoughton@eppingforestdc.gov.uk

DISCLAIMER

This email is for the use of the intended recipients only. Any opinion or advice it contains is that of the sender and does not bind the authority in any way. If you have received it in error, please notify the sender immediately and then delete the message. If you are not the intended recipient you must not use, disclose, copy or distribute this email.

We have taken precautions to minimise the risk of transmitting software viruses, but we advise that you carry out your own virus checks on an attachment to this message. We cannot accept liability for any loss or damage caused by software viruses.

Internet email is not a secure communication medium,
and we advise that you observe this lack of security when emailing us.

Epping Forest District Council
Postmaster@Eppingforestdc.gov.uk