### MUNICIPAL YEAR 2016/17 REPORT NO.

**COMMITTEE:** 

Licensing Sub-Committee

22 June 2016

**REPORT OF:** 

**Principal Licensing Officer** 

LEGISLATION: Licensing Act 2003 Agenda - Part

**Item** 

SUBJECT:

Application for a new premises licence

PREMISES:

Dominos Pizza, 43 Green Lanes, LONDON,

N13 4TN.

WARD:

**Bowes** 

## 1 LICENSING HISTORY & CURRENT POSITION:

- 1.1 According to Council records, the premises was previously known as To Spitiki, a Greek restaurant. It still holds premises licence LN/200501290, which was issued in 2005 following a conversion. The named Premises Licence Holder is Spitiko Restaurant Ltd, and the named Designated Premises Supervisor (DPS) is Mr Adriatik Terziaj.
- 1.2 Premises licence LN/200501290 permits the following:
- 1.2.1 Hours the premises are open to the public: 24 hours daily.
- 1.2.2 Supply of alcohol (on supply only): 11:00 to 00:00 (midnight) latest.
- 1.2.3 **Live music:** 08:00 to 02:00 latest.
- 1.2.4 Recorded music: 24 hours
- 1.2.5 **Performance of dance:** 11:30 to 00:00 (midnight) latest.
- 1.2.6 Late night refreshment (indoors only): 23:00 to 00:30 latest.
- 1.3 Premises licence LN/200501290 has not been subject to any review applications.
- 1.4 A copy of a location map of the premises is attached as Annex 01.

### 2 THIS APPLICATION:

- On 3 May 2016 an application was made by **A&A Pizza Company Ltd**, **trading as Domino's Pizza** for a new Premises Licence for 43 Green Lanes, LONDON, N13 4TN.
- 2.2 The application seeks:
- 2.2.1 Hours the premises are open to the public: 11:00 to 00:00 Sunday to Thursday; 11:00 to 01:00 Friday and Saturday.
- 2.2.2 Late night refreshment (both indoor and outdoor): 23:00 to 00:00 Sunday to Thursday; 23:00 to 01:00 Friday and Saturday.
- 2.3 The application was advertised in accordance with the requirements of the Licensing Act 2003.

- 2.4 Each of the Responsible Authorities were consulted in respect of the application.
- 2.5 A copy of the application is attached as Annex 02.

## 3 RELEVANT REPRESENTATIONS:

3.1 **Metropolitan Police:** As conditions have been agreed, the representation, against the application, has been duly withdrawn.

3.2

- 3.3 Licensing Authority (including Licensing Enforcement, Environmental Health, Trading Standards, Planning, Health & Safety and Children's Services): As conditions have been agreed, the representation, against the application, has been duly withdrawn.
- 3.4 **Other Persons**: Representations have been made, against the application, by one local resident. The grounds of representation include the prevention of crime and disorder licensing objective.
- 3.4 The Other Person representation is attached as Annex 03.
- 3.5 The applicant's response to this representation is attached as Annex 04.

#### 4 PROPOSED LICENCE CONDITIONS:

The conditions arising from this application are attached as Annex 05.

## 5 RELEVANT LAW, GUIDANCE & POLICIES:

5.1 The paragraphs below are extracted from either:

5.1.1 the Licensing Act 2003 ('Act'); or

- the Guidance issued by the Secretary of State to the Home Office of March 2015 ('Guid'); or
- 5.1.3 the London Borough of Enfield's Licensing Policy Statement of January 2015 ('Pol').

**General Principles:** 

- The Licensing Sub-Committee must carry out its functions with a view to promoting the licensing objectives [Act s.4(1)].
- 5.3 The licensing objectives are:
- 5.3.1 the prevention of crime and disorder;
- 5.3.2 public safety;
- 5.3.3 the prevention of public nuisance; &
- 5.3.4 the protection of children from harm [Act s.4(2)].
- In carrying out its functions, the Sub-Committee must also have regard to
- 5.4.1 the Council's licensing policy statement; &
- 5.4.2 guidance issued by the Secretary of State [Act s.4(3)].

- The Sub-Committee may not have regard to whether or not a proposal is likely to be permitted in accordance with the law relating to planning or building [Pol s.17.1].
- There can be confusion about the difference between the "need" for premises, and the "cumulative impact" of premises on the licensing objectives. "Need" concerns the commercial demand for another pub or restaurant or hotel, and is a matter for the planning authority and for the market. This is not a matter for the Sub-Committee in discharging its licensing functions [Guid 13.18].

## **Cumulative Impact Policy:**

5.7 The premises is not located in a Cumulative Impact Policy Area.

#### Hours:

- The Sub-Committee decides licensed opening hours as part of the implementation of the licensing policy statement and is best placed to make decisions about appropriate opening hours in their area based on their local knowledge and in consultation with responsible authorities [Guid 10.13].
- However, there is no general assumption in favour of lengthening licensing hours and the four Licensing Objectives should be paramount considerations at all times. Where there are representations against an application and the Sub-Committee believes that extending the licensing hours would undermine the Licensing Objectives, they may reject the application or grant it with appropriate conditions and/or different hours from those requested. [Pol s.8.3].
- 5.10 Stricter conditions with regard to licensing hours may be required for licensed premises situated in or immediately adjacent to residential areas to ensure that disturbance to local residents is avoided. This will particularly apply in circumstances where, having regard to the location, size and nature of the premises, it is likely that disturbance will be caused to residents in the vicinity of the premises by concentrations of people leaving, particularly during normal night-time sleeping periods [Pol s.8.4].

#### **Decision:**

- As a matter of practice, the Sub-Committee should seek to focus the hearing on the steps considered appropriate to promote the particular licensing objective or objectives that have given rise to the specific representation and avoid straying into undisputed areas [Guid 9.36].
- In determining the application with a view to promoting the licensing objectives in the overall interests of the local community, the Sub-Committee must give appropriate weight to:
- 5.12.1 the steps that are appropriate to promote the licensing objectives;
- 5.12.2 the representations (including supporting information) presented by all the parties;
- 5.12.3 the guidance; and
- 5.12.4 its own statement of licensing policy [Guid 9.37].

- Having heard all of the representations (from all parties) the Sub-Committee must take such steps as it considers <u>appropriate</u> for the promotion of the licensing objectives. The steps are:
- 5.13.1 To grant the application subject to the mandatory conditions and such conditions as it considers necessary for the promotion of the licensing objectives;
- 5.13.2 To exclude from the scope of the licence any of the licensable activities to which the application relates;
- 5.13.3 To refuse to specify a person in the licence as the premises supervisor;
- 5.13.4 To reject the application [Act s.18].

#### **Background Papers:**

None other than any identified within the report.

#### **Contact Officer:**

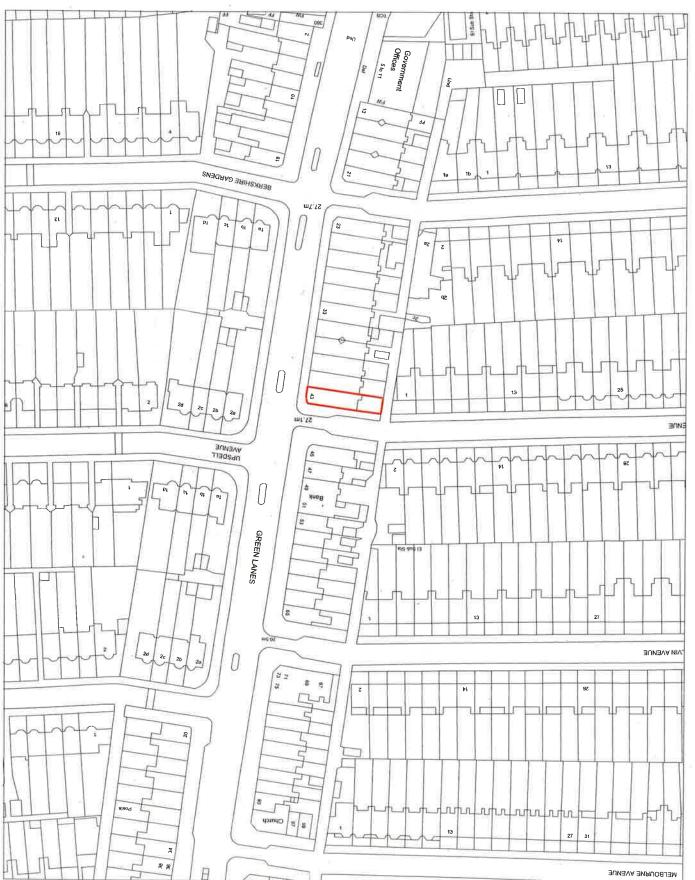
Ellie Green on 020 8379 8453

# 10 X SUNA



WWW.enfield, gov.uk CIVIC CENTRE, SILVER STREET, LONDON BOROUGH OF ENFIELD

## Dominos Pizza, 43 Green Lanes, LONDON, N13 4TN



9102/90/60

Date

Scale 1:1250 Drg.No. 6800HP WK | 216009114.

# Application for a premises licence to be granted under the Licensing Act 2003

# 10ap 09930 3|5116

innex 02

#### PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

Postal address of premises or, if none, ordnance survey map reference or description

INVE ATA PIZZA COMPANY LTD, T/A DOMINOS PIZZA.

(Insert name(s) of applicant)

apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

Part 1 – Premises Details

1	DOMINOS PIZZA +3 GREEN LANES	
Post 1	cown Lodom	Postcode NI3 4TN
	hone number at premises (if any)  lomestic rateable value of premises  £   625	888-8989
	- Applicant Details e state whether you are applying for a premises licence as Ple an individual or individuals *	ease tick as appropriateDON BOROUGH OF ENFIELD  RECEIVED  please complete section (A)
b) *	a person other than an individual *  i. as a limited company  ii. as a partnership	please complete section (B)
	<ul><li>iii. as an unincorporated association or</li><li>iv. other (for example a statutory corporation)</li></ul>	please complete section (B) please complete section (B)
c) d)	a recognised club a charity	please complete section (B) please complete section (B)
e)	the proprietor of an educational establishment	please complete section (B)

## SECOND INDIVIDUAL APPLICANT (if applicable)

Mr	Ms Other Title (for example, Rev)
Surname	First names
I am 18 years old or over	☐ Please tick yes
Current postal address if different from premises address	
Post town	Postcode
Daytime contact telephone number	
E-mail address (optional)	

### (B) OTHER APPLICANTS

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name A+A PIZZA COMPANY LTD TA DOMINOS PIZZA.
Address 190 BILLET ROAD, WALTHAMETON
LONDON EIT 5DX.
Registered number (where applicable)
04 56 81 61
Description of applicant (for example, partnership, company, unincorporated association etc.)
LIMITED COMPANT
Telephone number (if any) O208 - 888 - 8989.
E-mail address (optional)

# Part 3 Operating Schedule

When do you want the premises licence to start?  DD MM YYYY  16052016					
	ou wish the licence to be valid only for a limited period, when do you tit to end?	DD MM YYYY			
Plea	se give a general description of the premises (please read guidance note 1)				
		ICET.			
-					
	000 or more people are expected to attend the premises at any one time, se state the number expected to attend.				
77.71					
wna	at licensable activities do you intend to carry on from the premises?				
	ase see sections 1 and 14 of the Licensing Act 2003 and Schedules 1 and 2	to the Licensing Act 2003)	ŭ		
(Ple		2 to the Licensing Act 2003)  Please tick any that apply	ŭ		
(Ple	ase see sections 1 and 14 of the Licensing Act 2003 and Schedules 1 and 2	Please tick any that	N		
(Ple	ase see sections 1 and 14 of the Licensing Act 2003 and Schedules 1 and 2 vision of regulated entertainment	Please tick any that			
(Ple Prov	ase see sections 1 and 14 of the Licensing Act 2003 and Schedules 1 and 2 vision of regulated entertainment plays (if ticking yes, fill in box A)	Please tick any that	39 (2)		
(Ple Prova) a) b)	ase see sections 1 and 14 of the Licensing Act 2003 and Schedules 1 and 2 vision of regulated entertainment plays (if ticking yes, fill in box A) films (if ticking yes, fill in box B)	Please tick any that	(a)		
(Ple Prova) a) b) c)	ase see sections 1 and 14 of the Licensing Act 2003 and Schedules 1 and 2 vision of regulated entertainment  plays (if ticking yes, fill in box A)  films (if ticking yes, fill in box B)  indoor sporting events (if ticking yes, fill in box C)	Please tick any that	29 10 10 10 10 10 10 10 10 10 10 10 10 10		
(Ple Prov a) b) c) d)	vision of regulated entertainment  plays (if ticking yes, fill in box A)  films (if ticking yes, fill in box B)  indoor sporting events (if ticking yes, fill in box C)  boxing or wrestling entertainment (if ticking yes, fill in box D)	Please tick any that			
(Ple Prov a) b) c) d) e)	vision of regulated entertainment  plays (if ticking yes, fill in box A)  films (if ticking yes, fill in box B)  indoor sporting events (if ticking yes, fill in box C)  boxing or wrestling entertainment (if ticking yes, fill in box D)  live music (if ticking yes, fill in box E)	Please tick any that			
(Ple Prov a) b) c) d) e) f)	vision of regulated entertainment  plays (if ticking yes, fill in box A)  films (if ticking yes, fill in box B)  indoor sporting events (if ticking yes, fill in box C)  boxing or wrestling entertainment (if ticking yes, fill in box D)  live music (if ticking yes, fill in box E)  recorded music (if ticking yes, fill in box F)	Please tick any that			
(Ple Prov a) b) c) d) e) f) h)	vision of regulated entertainment  plays (if ticking yes, fill in box A)  films (if ticking yes, fill in box B)  indoor sporting events (if ticking yes, fill in box C)  boxing or wrestling entertainment (if ticking yes, fill in box D)  live music (if ticking yes, fill in box E)  recorded music (if ticking yes, fill in box F)  performances of dance (if ticking yes, fill in box G)  anything of a similar description to that falling within (e), (f) or (g)	Please tick any that	e e		

THE PREMISES COMPRISE A DOMINOS HOME DELIVERY STORE.

THE VAST MAJORITY OF PIZZAS ARE HOME DELIVERED. THE REST ARE COLLECTED FOR CONSUMPTION OFF THE PREMISES.

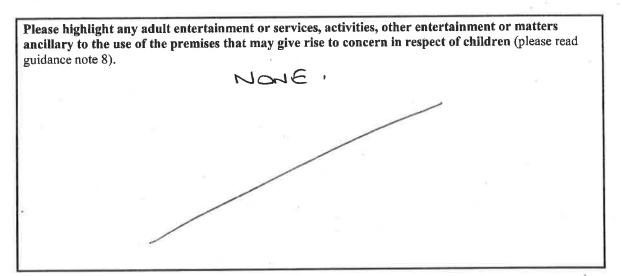
THE STORE IS ONE OF A TERRACE OF SHOPS, RESTAURANTS AND TAKEAWAYS ON A BUSY ROAD.

THE LAYOUT COMPROSES A SMALL WAITING AREA FOR PIZZA COLLECTION BY THE PUBLIC, SHOP COUNTER, MANAGERS' ROOM, KITCHEN, STOCK ROOM, A SMALL ROOM FOR BIN STORAGE AND A BIKE STORAGE ROOM.

THERE IS NO SIT DOWN EATING FACILITIES. HOWEVER, THERE IS A PROPOSAL TO INSTALL A HIGH BENCH IN THE CUSTOMER AREA.

PLEASE SEE ATTACHED PLAN FOR FURTHER DETAILS.

Late night refreshment Standard days and timings (please read guidance note 6)		timings	Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	
			(product road gardantee note 2)	Outdoors	
Day	Start	Finish		Both	
Mon	23:00	24-00	THE PREMISES CONSIG OF A	HOME	
Tue	23.00	24-00	DOLIVERY STORE. THE VACT MOF THE PIZZA OFDERS ARE THE REST COLLECTED FOR CONDITION THE PREMISES.	ALINETHI MENIED MENIED MENIED	DN .
Wed	23.00	24.00			
Thur	21.00	24,00	NOT APPLICABLE		
Fri	23.00	هر∵∞	Non standard timings. Where you intend to use the provision of late night refreshment at different time the column on the left, please list (please read guidan	s, to those liste	
Sat	23.00	01.00	NOT APPLICABLE	,	
Sun	23.00	24.00	*		



L

		re open	State any seasonal variations (please read guidance note 4)
to the public Standard days and timings (please read guidance note 6)			
Day	Start	Finish	
Mon	Ham	24.00 Hpm	NOT APPLICABLE
Tue	ilam	71 prd	o ·
Wed	Ham	24, C	0
		24,00	Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left,
Thur	llam	11 PM	please list (please read guidance note 5)
Fri	Mam	01.00 Hpm	NOT APPLICABLE.
Sat	11cm	11 pm	NOT IIII
Sun	ilam	24.0 4 pm	o '

M Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 9)

PLEASE SEE ATTA CHED SHEAT

b) The prevention of crime and disorder

PLEASE DOE ATTACHED SHEET.

c) Public safety

PLEASE SEE ATTACHED SHEET.

d) The prevention of public nuisance

PLEASE SEE ATTACHED SHEET!

e) The protection of children from harm

PLEASE SEE ATTACHED SHEET.

## THE STEPS WE INTEND TO TAKE TO PROMOTE THE FOUR LICENSING OBJECTIVES

#### A. General - All four Licensing Objectives

The store is a franchise of the worldwide Domino's home delivery pizza chain.

Dominos has been in business for more than 40 years and during that time, has developed a system of business which primarily involves a home delivery service. Whilst it is possible to collect our products from the store, the vast majority of our business is delivering pizzas and other products we sell, to people's homes.

We are governed by the rigorous standards set out in the Dominos' Franchise Agreement and these relate to all aspects of operating the business, from the preparation of ingredients right through to the manner in which the product is delivered to our customers.

We are mindful of our obligations to our staff, and others (e.g. local residents) that may be affected by the operation of our business.

Our store is adequately staffed so as to allow the proper management of the premises and supervision of those who visit them.

The Domino's system does not allow the sale of alcohol.

Where customers visit the store, our pizzas are supplied to them in closed cardboard boxes and the nature and size of the product is conducive to being taken home for consumption, rather than being eaten whilst walking along.

#### B. The Prevention of Crime and Disorder

We will actively co-operate with the local police to ensure that we are made aware of particular problems which affect the area and which may potentially affect our store.

We will not countenance the use or supply of illegal drugs and our staff will inform the police immediately of any such suspected actively on or in the vicinity of the store.

Our employment policies are designed to ensure we recruit professional and reputable staff.

#### C. Public Safety

The premises comply will all requisite health and safety legislation.

We carry out regular Health and Safety Risk Assessments and are required to do so under the terms of our Franchise Agreement.

In the most unlikely event that a greater number of people congregate in the premises than is conducive to public safety, we will not hesitate to ask people to leave the store and we will always encourage them to take advantage of our home delivery service, which is the primary way in which we serve our customers.

#### D. The Prevention of Public Nuisance

Our doors and windows will be kept closed at night to prevent transmission of noise.

Music will not be played in the premises.

Our delivery drivers are instructed to enter and leave their vehicles quietly and considerately, not to leave engines running, to park considerately and at all times to have in mind our neighbours (particularly residential occupiers).

We would have no hesitation in banning people who visit the store and regularly leave the premises in a noisy fashion.

Our equipment is properly sound insulated and operated strictly in accordance with manufacturers' requirements, guidelines and tolerances.

All our air extraction system complies with Building Regulation requirements and is designed to ensure that there is no escape of cooking smells to the neighbouring premises.

We neither use nor supply glassware.

#### E. The Protection of Children from Harm

Our store is not licensed for the sale of alcohol.

Because of the nature of the license for which we are applying and the nature of our business generally, it is most unlikely that a child unaccompanied by an adult would visit our store during the hours for which we are licensed.

#### Checklist:

Please 1	tick t	o i	ndicate	agreement
----------	--------	-----	---------	-----------

- I have made or enclosed payment of the fee.
- I have enclosed the plan of the premises.
- I have sent copies of this application and the plan to responsible authorities and others where applicable.
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.
- I understand that I must now advertise my application.
- I understand that if I do not comply with the above requirements my application will be rejected.

IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION.

Part 4 – Signatures (please read guidance note 10)

Signature of applicant or applicant's solicitor or other duly authorised agent (see guidance note 11). If signing on behalf of the applicant, please state in what capacity.

Signature	Doger.	
Date	26-4-16.	
Capacity	CHIEF COMPL DOMINOS PIZZ	IANCE OFFICER

For joint applications, signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant's solicitor or other authorised agent (please read guidance note 12). If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 13)

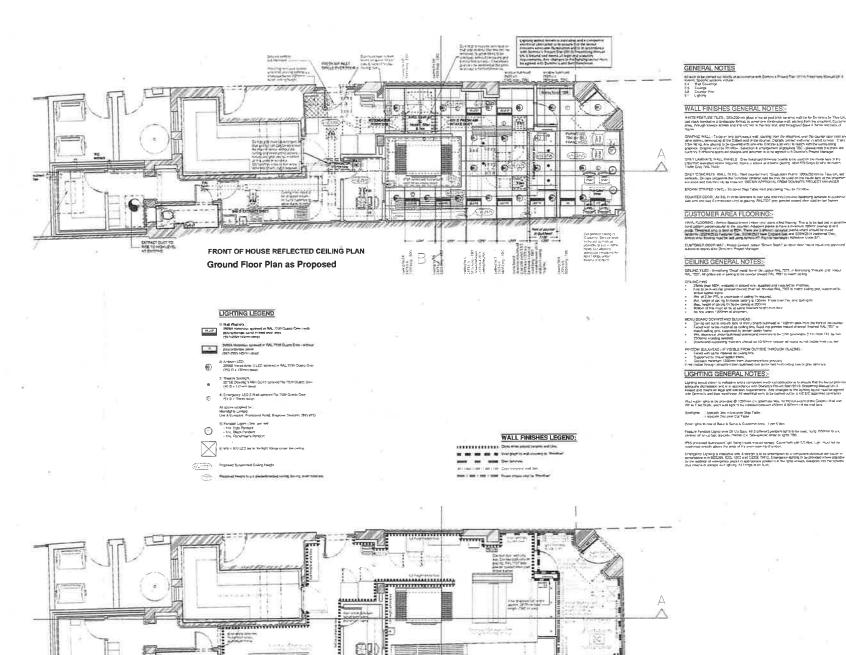
HAROON ZAFAR CHIEF COMPLIANCE OFFICER Dominas Pizza 598 HOUSENS ROAD

Post town Landon Postcode NIG3P17

Telephone number (if any) 0207 - 253 - 959

If you would prefer us to correspond with you by e-mail, your e-mail address (optional)

haroon@zam-dominor.co. 4K,



B

FRONT OF HOUSE WALL FINISHES PLAN

Ground Floor Plan as Proposed

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T; 024 7847 3974 e-mail: b croom@hetbelidaone co.uk ARTHUR HOUSE CHORLTON STREET MAACHESTER MILIES T; 0161 Z36 3521 Domino's Pizza LIK & Ireland Limited 43 Green Lanes, Wood Green, London N13 4TN (ID 15/062) CEILING PLAN & WALL FINISHES

PROPERTY

02/11/15

C5010-RCP10

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Alexandra Bagdadi 10 Belsize Avenue N13 4TJ 25/5/2016

Head of Trading Standards and Licencing PO BOX 57 Civic Centre Silver Street Enfield EN1 3XH

Dear Sir / Madam

With regards Dominos Pizza opening on 43 green lanes. I am a resident on Belsize Avenue, towards the top end near the shops. I am frequently disturbed and woken from my sleep on Friday and Saturday nights by people getting into cars, talking loudly and beeping horns in the early hours. This is due to the night club Tiriana 2 (47 green lanes) which is open into the early hours.

Having Dominos Pizza open until 1am on Friday and Saturday nights will add to this, as customers will drive to get food, and park on Belsize Avenue (as they currently do). Drunk people will also hang around eating and making noise, as it is the only fast food eating establishment open late on this stretch of green lanes. This is not hearsay as it happens. Whilst I understand people need to make a living it is not acceptable to have a fast food establishment open so late. Clearly they are opening late to attract late night revelers / drinkers which should not be at the expense of local residents. Opening hours should be within acceptable times especially as being woken up by revelers is commonplace. Opening until 11pm in a residential area is acceptable but not until 1am.

Yours faithfully

Alexandra Bagdadi

3 1 MAY 2016

ENVIRONMENT & STREET SCENE

### **Email from Applicant, Domino's Pizza**

From: Haroon Zafar [mailto:haroon@zam-dominos.co.uk]

**Sent:** 10 June 2016 10:27

To: Ellie Green

Cc: 'Amir Zarinabad'; 'Ravi Purushothaman'; 'Hemanth Bollini'

Subject: FW: Email 1 to applicant: WK/ 216009114 - Dominos 43 Green Lanes, Palmers Green, N13

4TN [SEC=OFFICIAL]

Importance: High

Dear Ellie

I write further to my email of yesterday.

We would like to take further initiatives on matter such as concerns about noise disturbance, brand litter and any other potential perceived inconvenience by the residents around our trading after 11pm. In particular, I would be happy to meet the resident who has objected to our licensing application to discuss his concerns and offer him complete reassurance that we would do everything to minimise disturbance and inconvenience to him and others.

As you are aware, we have already agreed and committed ourselves to the conditions put forward by the Environment Health Department as well as the Police Department and will take those further steps to ensure that we trade to serve the community in a responsible manner with total consideration to the immediate community.

I look forward to hearing from you.

Kind Regards,

Haroon Zafar Chief Compliance Officer

ZAM Group, T/A Domino's Pizza (London)

Tel: 0207 263 9599

Fax: 0207 263 3845

Email: haroon@zam-dominos.co.uk

## Dominos Pizza, 43 Green Lanes, LONDON, N13 4TN.

## Conditions agreed by Applicant, Police and Licensing Authority

## **Annex 1 - Mandatory Conditions**

The Mandatory Conditions are attached and form part of the Operating Schedule of your licence/certificate. You must ensure that the operation of the licensed premises complies with the attached Mandatory Conditions as well as the Conditions in Annex 2 and Annex 3 (if applicable). Failure to do this can lead to prosecution or review of the licence.

## Annex 2 - Conditions consistent with the Operating Schedule

- 1. There shall be no adult entertainment or services, activities or matters ancillary to the use of the premises that may give rise to concern in respect of children.
- 2. Prominent, clear and legible notices shall be displayed at all public exits from the premises requesting customers respect the needs of local residents and leave the premises area quietly. These notices shall be positioned at eye level and in a location where those leaving the premises can read them.
- 3. Prominent, clear and legible notices shall be displayed at all public exits from the premises requesting customers respect the surrounding area and dispose of litter in a responsible manner. These notices shall be positioned at eye level and in a location where those leaving the premises can read them.
- 4. Staff shall actively discourage patrons from congregating around the outside of the premises.
- 5. All refuse shall be disposed of in bins quietly so as not to disturb neighbours or local residents.
- 6. Delivery drivers shall be instructed to enter and leave their vehicles quietly and considerately, not to leave engines running, to park considerately, and at all times have in mind the premises' neighbours.
- 7. Deliveries will not be made to the premises between the hours of 21:00 and 08:00.
- 8. A digital CCTV system must be installed in the premises complying with the following criteria:
  - (1) Cameras must be sited to observe the entrance and exit doors both inside and outside and all floor areas to which customers have access.
  - (2) Cameras on the entrances must capture full frame shots of the heads and shoulders of all people entering the premises i.e. capable of identification.
  - (3) Cameras overlooking floor areas should be wide angled to give an overview of the premises.
  - (4) Provide a linked record of the date, time, and place of any image.
  - .(5) Provide good quality images.
  - (6) Operate under existing light levels within and outside the premises.
  - (7) Have the recording device located in a secure area or locked cabinet.
  - (8) Have a monitor to review images and recorded picture quality.

- (9) Be regularly maintained to ensure continuous quality of image capture and retention.
- (10) Have signage displayed in the customer area to advise that CCTV is in operation.
- (11) Digital images must be kept for 31 days.
- (12) Police or authorised local authority employees will have access to images at any reasonable time.
- (13) All staff engaged in the sale/supply of alcohol shall be trained to operate the CCTV system and download images/footage upon request by Police or authorised local authority employees.
- (14) The equipment must have a suitable export method, e.g. CD/DVD writer so that the police can make an evidential copy of the data they require. This data should be in the native file format, to ensure that no image quality is lost when making the copy. If this format is non-standard (i.e. manufacturer proprietary) then the manufacturer should supply the replay software to ensure that the video on the CD can be replayed by the police on a standard computer. Immediate copies must be made available to Police or authorised local authority employees on request.
- 9. We will actively co-operate with the local police to ensure that we are made aware of particular problems which affect the area and which may potentially affect our store.
- 10. We will not countenance the use or supply of illegal drugs and our staff will inform the police immediately of any such suspected actively on or in the vicinity of the store.
- 11. All doors and windows shall be kept closed at night to prevent transmission of noise.
- 12. Music shall not be played in the premises.
- 13. Customers who visit the store and regularly leave the premises in a noisy fashion will be banned.
- **14.** All equipment shall be properly sound insulated and operated strictly in accordance with manufacturers' requirements, guide lines and tolerances.

Annex 3 - Conditions attached after a hearing by the Licensing Authority