

**Address** Mitcham, Cr4 4Ha

**Applicant(s)** London Borough of Merton

**Application Type** New Premises Licence

**Application Reference** WK/202430568

**Closing Date for Representations** Monday, 20 May 2024

**Permissions being applied for**

**Exhibition of a Film**

Indoors and outdoors

**Monday**

**Tuesday**

**Wednesday**

**Thursday**

**Friday**

**Saturday** 10:30 \_ 17:00

**Sunday**

Indoors relate to any marquee erected within the licensed area to exhibit films.

**Boxing/Wrestling**

Indoors and outdoors

**Monday**

**Tuesday**

**Wednesday**

**Thursday**

**Friday**

**Saturday** 10:30 \_ 17:00

**Sunday**

Wrestling will be done in a few 30 minute slots as part of the Mitcham Carnival's programme.

Indoors relate to any marquee erected within the licensed area for boxing and wrestling entertainment

### **Live Music**

Indoors and outdoors

**Monday**

**Tuesday**

**Wednesday**

**Thursday**

**Friday**

**Saturday** 10:30 \_ 17:00

**Sunday**

Live music will be played in a few 30 minute slots as part of the Mitcham Carnival's programme.

Indoors relate to any marquee erected within the licensed area for performance of live music.

### **Recorded Music**

Indoor and outdoors

**Monday**

**Tuesday**

**Wednesday**

**Thursday**

**Friday**

**Saturday** 10:30 \_ 17:00

**Sunday**

Recorded music will be played in between the programme slots as part of the Mitcham Carnival's programme.

Indoors relate to any marquee erected within the licensed area for playing of recorded music.

### **Performance of Dance**

No and off the premises

**Monday**

**Tuesday**

**Wednesday**

**Thursday**

**Friday**

**Saturday** 10:30 \_ 17:00

**Sunday**

Dance performances will be take place in a few 30 minute slots as part of the Mitcham Carnival's programme. Indoors relate to any marquee erected within the licensed area for performance of dance.

### **Supply of Alcohol**

On The Premises

**Monday**

**Tuesday**

**Wednesday**

**Thursday**

**Friday**

**Saturday** 10:30 \_ 17:00

**Sunday**

### **Premises Opening Hours**

Whole Premises

**Monday**

**Tuesday**

**Wednesday**

**Thursday**

**Friday**

**Saturday** 10:00 \_ 18:00

**Sunday**

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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 10)

1. A direct telephone number for the DPS/manager of the premises shall be publicly available at all times that the premises is open. The number is to be made available to residents and businesses in the immediate area through a letter drop and on the event website or Council website if the event run by the Council. Further contact methods will also be publicised for the build and break phases.

2. Complaints Log - The premises licence holder shall maintain and make available for inspection by the Licensing Authority a log of all complaints received from local residents and/or businesses concerning the operation of the premises.

3. Off sales of alcohol relate to alcohol bought in a sealed container as part of Mitcham carnival to be consumed at home away from the premises.

b) The prevention of crime and disorder

1. CCTV- All recordings made by the CCTV system shall be retained and stored in a

suitable and secure manner for a minimum of 31 days and shall be made available on request to the Metropolitan Police, the Licensing Authority or other Responsible Authorities.

(a) At all times the premises is open to the public a minimum of one member of staff on duty will be able to operate the CCTV system.

2. Security Incident Log -The Security and Incident log shall be kept on the premises and completed on each occasion an incident occurs: The security and Incident log (which may be electronically recorded) shall be kept with the Premises Licence Holder for a minimum of six months and made available on request to police or an authorised officer. The following details shall be recorded:

- (a) All crimes and any incidents reported to the premises;
- (b) Location of incident.
- (c) Persons concerned
- (d) Summary of incident
- (e) Identification of any Emergency Services Personnel who attended.
- (f) All ejections of patrons
- (g) Any complaints received
- (h) Any visit by a relevant authority or emergency service

3. All bar staff at the event will be trained. This training will reflect the Licensing Act 2003 and include the licensing objectives, proof of age, and conflict management.

(a) All staff will sign an individual copy of the bar brief to confirm they understand the briefing.

(b) Staff with specific responsibilities in the event of emergencies, together with deputies, shall receive training and written instruction appropriate to their role. The duty manager shall, once they are satisfied as to the competence of each member of staff, enter this in a logbook that shall be available for inspection by Police or Authorised Officers

4. All drinks for consumption on the premises will be provided in plastic vessels and any drinks in bottles will be decanted into plastic glasses and the bottles retained by staff.

5. No glass bottles for consumption on the premises to be served during the event. If agreed by Merton Police Licensing Team cans may be used during the event. Cans must be opened at point of sale, must not exceed more than two per customer and must have an ABV of 5% or below.

6. Any queue to enter the premise that forms outside the premises shall be kept orderly and supervised by SIA door supervisors to ensure that there is no nuisance or obstruction to the public highway and footpaths.

7. Any person who appears to be intoxicated or who is behaving in a disorderly manner shall not be allowed entry to the premises.

8. Event Search and Screening - An event search and screening policy will be implemented where:

- (a) it is deemed appropriate by the risk assessment, forming part of the Event Safety Management Document (ESMD), or it is directed by the police; and
- (b) is achievable as a result of controlled entry to a defined event area; with controlled entry point(s) being put in situ in locations that will ensure search and screening cannot be bypassed.

When a search and screening policy is implemented the premises licence holder shall ensure that:

- (c) Search and screening will be carried out in accordance with the Search and Screening Policy and will form part of the ESMD.
- (d) The priority of the searching and screening operation shall be to deter, disrupt and detect those attempting to enter the event with banned or illegal items, while simultaneously maintaining good order and public safety as well as an efficient flow rate of customers to the premises. The Policy will be communicated via signage at all entrances and communicated on the Merton Council website.
- (e) Search and screening is permitted onsite as outlined in the search and screening policy.
- (f) A full risk assessment will be made by the premises licence holder in conjunction with the Metropolitan Police to the level of searching employed for each specific event.
- (g) This will be monitored by premises licence holder's supervisory staff who will monitor the search and screening process; this is to ensure any issues can be escalated and searching regimes finessed as required during events.

(h) Searching and Seizures Briefings for Security Staff will be detailed in the ESMD.

(i) A Surrender System of prohibited items will be detailed within the ESMD.

(j) An eviction policy will be detailed within the ESMD.

9. All staff engaged outside the entrance to the premises, or supervising or controlling queues, shall wear high-visibility jackets or vests.

10. The Premises Licence Holder shall engage with freely available counter terrorism advice and guidance through Counter Terrorism Protect Officers and Counter Terrorism Security Advisors. All members of customer facing staff, including those involved in the sale or supply of alcohol to undertake Action Counters Terrorism (ACT) Awareness eLearning, as a prior condition of employment on site (as long as such, or similar, training is available). Such training is available at <https://www.gov.uk/government/news/act-awareness-elearning>

11. The Premises Licence Holder shall operate a vulnerable person policy. All public facing staff will be briefed on the Ask for Angela and Ask for Clive schemes including how to deal with any approaches. All managers and supervisors in public facing roles including any stewards or security staff undertake WAVE training. Each bar area will always have on duty at least one Supervisor trained in WAVE training and bar staff will be advised who that person is and of the objectives of WAVE as part of their briefing. Each bar area will always have on duty at least one manager trained in ACT and bar staff will be advised who that person is as part of their briefing.

c) Public safety

1 Event Safety Management Document (ESMD)

(a) For each event an event safety management document shall be provided to the Licensing Authority and Metropolitan police outlining the proposed management structure, responsibilities and contact details, together with details of the organisation, control, monitoring and review mechanisms as identified by an event specific risk assessment.

(b) The ESMD will include the number of Security Industry Authority (SIA) registered door supervisors to be on duty and include the number of stewards. Body Worn Video will be worn by all SIA supervisors who are deployed at the premises including all entry points.

(c) A detailed site plan of the event shall also be provided, stewarding/security plans, crowd management plans, medical plan, fire plan, specific safety policies, risk assessments, possible noise nuisance plans, and ingress/egress plan.

(d) In all cases, this documentation shall be submitted to the Licensing Authority and Metropolitan police in advance of the event and as agreed by the Safety Advisory Group, with the Licensing Authority and the Metropolitan police holding power of veto, should arrangements be deemed insufficient to meet the licensing objectives. All events will have a full risk assessment, taking into consideration the terrorist threat. Where required by the risk as-assessment or the Metropolitan police HVM provision will be in operation and fully functional, with appropriate traffic management plans in place for all events. Where required by the risk assessment or the police regular weapons sweeps will take place undertaken by SIA supervisors prior, during and post egress. This shall be recorded in the security incident log.

2 Pre-event planning meetings shall be arranged in conjunction with the Council, the Metropolitan Police, London Ambulance Service and London Fire Brigade for each large event. These meetings shall be additional to the SAG.

3 The event organiser should ensure that their event is heard by SAG prior to the event. The premises shall run each event with the latest event management plan that has been agreed at the latest SAG meeting unless notified in writing to the Council and Licensing Police.

4 A ESMP will be submitted to Merton Council Safety Advisory Group, the MET Police and other Responsible Authorities to the event and as agreed by the SAG group, unless all parties agree it can be submitted in a shorter period.

5 The Premises Licence Holder shall run each event with the latest event specific management document that has been agreed in writing at the latest SAG meeting.

6 Safety checks shall be carried out before the admission of the public, and details of such checks kept in a logbook.

7. Access for Emergency Vehicles - Access for emergency vehicles must be kept clear and free from obstruction.

8 A capacity for each event shall be agreed in line with the London Fire Brigade and Merton Council. This capacity shall be agreed in advance of the event and timeline

agreed in the SAG meeting and will take into consideration the size of the event site, the event infrastructure, the nature of the event and expected audience. The agreed capacity must be recorded in the event management plans and means of monitoring crowd number shall be in place.

9 A suitable system shall be put in place to monitor the number of persons within the site at any one time, whenever it is an enclosed/fenced site.

10 The premises licence holder shall nominate one person for every event to act as safety co-ordinator who is authorised by the premises licence holder to act on their behalf to carry out reasonable requests made by the SAG at Merton or to carry out reasonable requests made by authorities during visits. The details of this person must be provided in advance a before the event date in line with the SAG meeting requirements.

11 Two roaming welfare officers to be present throughout the event within the Licensed area wearing hi-visibility wear to make them easily identifiable.

12 The communication system in place for the event space shall ensure the effective operation of the site under both normal and emergency conditions.

13 There shall be a documented dispersal policy, as agreed with the relevant responsible authorities, implemented at the premises and a copy lodged with the Police Licensing Team. Any amendments to the policy must be agreed in writing with Merton Police Licensing Team 14 days prior to any event.

d) The prevention of public nuisance

1. The premises licence holder will submit a Noise Management Policy to Merton Council Environmental Health and this policy will be agreed at least 14 days before the event. The policy will include a publicised system for making complaints, logging complaints and the response to any noise is-sues.

2. That regulated entertainment in the form of amplified and live music shall finish at 5pm.

3. The public contact number will be staffed at least one hour before opening and one hour after closing of the event.

4. There will be a proper and adequate control of litter generated by the premises and this will be stored securely in a designated area, bins should be placed near to the exit at the site. To ensure that the site is clear of litter after site break down.

5. Dispersal Policy - The Premises Licence Holder shall display appropriate signage to direct all event attendees towards to the nearest transport links and this should occur throughout the entire event.

6. Clear legible notices are to be displayed at all exits from the premises re-questing customers leaving the premises to respect the needs of the local residents and to leave the premises and area quietly.

e) The protection of children from harm

1. Notices shall be placed at all points of sale detailing the restrictions on sales of alcohol to children.

2. A record of refusals shall be maintained which documents every instance that a sale of alcohol (and any other age-restricted product) is refused on the premises, indicating the date and time the refusal was made, and the member of staff making the refusal.

3. The record of refusals shall be available for inspection by authorised officers of the licensing authority, officers of the trading standards service, and officers of the Police.

4. An effective methodology shall be in place at all points of sale to ensure staff undertake appropriate age checks on potential sales of alcohol (and any other age restricted product).

5. All staff that undertake the sale or supply of alcohol (and any other age-restricted product) shall receive appropriate training in relation to undertaking appropriate age checks on such, before being allowed to sell or supply any alcohol (and any other age restricted product).

6. Records of all staff training, relating to the sale or supply of alcohol (and any other age restricted product), along with any training material used, will be kept and maintained by the Designated Premises Supervisor.

7. Staff training records shall be available for inspection by authorised officers of the licensing authority, officers of the trading standards service, and officers of the Police.

8. Challenge 25 Scheme must be operated to ensure that any person attempting to purchase alcohol who appears to be under the age of 25 shall provide documented

proof that they are over 18 years of age. Proof of age shall only comprise a valid and in date passport, photo card driving licence, military card or a card bearing the PASS hologram.

Annex 2

Conditions consistent with the Operating Schedule

NONE

Annex 3

Conditions attached after a hearing by the licensing authority

NOT APPLICABLE

Statutory Notes

A register of existing premises licences and club certificates within the London Borough of Merton is available online at [http://www.merton.gov.uk/business/licences/licensing/premiseslicenceregistersandpending\\_applications.htm](http://www.merton.gov.uk/business/licences/licensing/premiseslicenceregistersandpending_applications.htm). Applications can be inspected at the Civic Centre by appointment during office hours. Representations must be made in writing to The Licensing Team. Advice regarding making representations is available on our website.

**Address** 63 London Road, Morden, SM4 5HT

**Applicant(s)** Mr Gashi Bujar

**Application Type** New Premises Licence

**Application Reference** WK/202431031

**Closing Date for Representations** Wednesday, 22 May 2024

**Permissions being applied for**

**Live Music**

inside and outside

**Monday** 18:00 \_ 23:00

**Tuesday** 18:00 \_ 23:00

**Wednesday** 18:00 \_ 23:00

**Thursday** 18:00 \_ 23:00

**Friday** 18:00 \_ 23:00

**Saturday** 18:00 \_ 23:00

**Sunday** 18:00 \_ 23:00

**Recorded Music**

inside and outside

**Monday** 06:00 \_ 23:00

**Tuesday** 06:00 \_ 23:00

**Wednesday** 06:00 \_ 23:00

**Thursday** 06:00 \_ 23:00

**Friday** 06:00 \_ 23:00

**Saturday** 06:00 \_ 23:00

**Sunday** 06:00 \_ 23:00

**Late Night Refreshment**

inside and outside



<b>Monday</b>	23:00 _ 00:00
<b>Tuesday</b>	23:00 _ 00:00
<b>Wednesday</b>	23:00 _ 00:00
<b>Thursday</b>	23:00 _ 00:00
<b>Friday</b>	23:00 _ 00:00
<b>Saturday</b>	23:00 _ 00:00
<b>Sunday</b>	23:00 _ 00:00

### **Supply of Alcohol**

On sales and off sales

<b>Monday</b>	06:00 _ 00:00
<b>Tuesday</b>	06:00 _ 00:00
<b>Wednesday</b>	06:00 _ 00:00
<b>Thursday</b>	06:00 _ 00:00
<b>Friday</b>	06:00 _ 00:00
<b>Saturday</b>	06:00 _ 00:00
<b>Sunday</b>	06:00 _ 00:00

### **Premises Opening Hours**

Whole premises

<b>Monday</b>	06:00 _ 00:00
<b>Tuesday</b>	06:00 _ 00:00
<b>Wednesday</b>	06:00 _ 00:00
<b>Thursday</b>	06:00 _ 00:00
<b>Friday</b>	06:00 _ 00:00
<b>Saturday</b>	06:00 _ 00:00
<b>Sunday</b>	06:00 _ 00:00

Describe the Steps you intend to take to promote the four licensing objectives:

- a) General - all four licensing objectives (b, c, d, and e)

Requirements to meet the four licensing objectives with particular attention to:

- a) No selling of alcohol to underage people

b) No drunk and disorderly behaviour on the premises area

c) No violent and anti-social behaviour

d) No any harm to children

- Clean, Challenge 25" informations to prevent the supply of alcohol to under-age drinkers

- CCTV system installed with recording option available ongoing stall training and qualification, policies and strategies partnerships.

Evidence of age in the form of photographic identification (ID) shall be requested from any person appearing to those selling or supplying alcohol to be under the age of 25 and who is attempting to buy alcohol.

b) The Prevention of Crime and Disorder

CCTV system installed to monitor entrances, exists and other parts of premises in order to address the prevention of crime objective. A clear and legible notice outside the premises indicating the normal hours under the terms of the premises licence during which licensable activities are permitted.

Prevention and vigilance in illegal drug use in the premises.

Acceptable identification for the purpose of this condition is that issued by a government agency bearing a holographic mark with a photograph and date of birth or the proof of age standards scheme (pass) approved age cards.

c) Public Safety

Training and implementation of underage ID checks

A log book or recording system shall be kept upon the premises in which shall be entered particulars of inspection made; The log book shall be kept available for inspections when required by person authorised by the Licensing Act 2003 or Associated Legislation.

Notices shall be strategically and prominently placed at points of sale advising customers that they may be asked to provide evidence of age.

d) The Prevention of Public Nuisance

Prominent, clear and legible notices will be displayed at the exit requesting the public to respect the needs of nearby neighbours and residents and leave the premises and the area quietly.

Deliveries of goods necessary for the operations of the business will be carried out at such a time or in such a manner as to not disturb the neighbours and in line with planning permission.

A refusal book to record every instance that sales of alcohol are refused shall be maintained.

e) The Protection of Children from Harm

Contact with children should have a safeguarding policies and procedures to ensure that every child, regardless of their age, disability, gender reassignment, race, religion or belief, sex or sexual orientation, has a right to equal protection from harm.

The refusals book shall document the date and time a refusal of sale is made and the member of staff refusing the sale.

The refusal book shall be available for inspection by the police or authorised local authority officers.

Outlining a challenge 25 policy, notices and formalised staff training plan. to assist outlined some suitable conditions.

Annex 2

Conditions consistent with the Operating Schedule

NONE

Annex 3

Conditions attached after a hearing by the licensing authority

NOT APPLICABLE

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