



HILLINGDON  
LONDON



# Notice of Hearing

## Licensing Sub-Committee

### A

**Date:** FRIDAY, 9 JULY 2010

**Time:** 10.00 AM

**Venue:** COMMITTEE ROOM 6 -  
CIVIC CENTRE, HIGH  
STREET, UXBRIDGE UB8  
1UW

**Meeting Details:** Members of the Public and Press are welcome to attend this meeting

**This agenda and associated reports can be made available in other languages, in Braille, large print or on audio tape on request. Please contact us for further information.**

#### Councillors on the Sub-Committee:

Josephine Barrett (Chairman)  
David Allam  
Peter Kemp

#### Important Information

On receipt of this notice, you **MUST** notify the Committee Clerk (contact details below) by the following date:

**Wednesday 7 July 2010**

If you don't notify you may lose your right to speak at the hearing. When notifying you must confirm:

- 1) Whether you intend to attend or to be represented by someone at the hearing;
- 2) If you consider a hearing to be unnecessary and;
- 3) Whether to request that another person attends (other than your representative) as a witness

**Published:** Thursday, 24 June 2010

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This Agenda is available online at:

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# Agenda

## Hearing Protocol - Street Trading

- 1 Apologies for Absence
- 2 Declarations of Interest in matters coming before this meeting
- 3 To confirm that items marked Part 1 will be considered in Public and items marked Part 2 will be considered in Private
- 4 Consideration of reports from the Council's Street Scene Enforcement Officer and the Licensing Officer

## Consideration of Street Trading Licences and Premises Licences

	<b>Title of Report / Address of application</b>	<b>Ward</b>	<b>Time</b>	<b>Page</b>
<b>5</b>	Variation of Temporary Street Trading Tables and Chairs Licence	Uxbridge South;		13 - 16
<b>6</b>	Application for Temporary Shop Front Street Trading Licences	Manor;		17 - 20
<b>7</b>	Renewal of Temporary Shop Front Street Trading Licence	Manor;		21 - 24
<b>8</b>	Application for Temporary Pitch Street Trading License	Uxbridge South;		25 - 28
<b>9</b>	Application for Temporary Pitch Street Trading Licence	Botwell;		29 - 32
<b>10</b>	Refusal of Street Trading Licences	Northwood Hills;		33 - 36

## Hearing Protocol for Premises Licensing Applications

- 11 Application for the Variation of a Premises Licence
- 12 Application for a Premises Licence

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HILLINGDON  
LONDON

# Part III of the London Local Authorities Act 1990 (as amended): Street Trading

## Rules of Procedure for Licensing Sub-Committee Hearings

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### 1. SCOPE

- 1.1 These procedure rules apply to Licensing Sub-Committees established by the Licensing Committee of Hillingdon Council acting as Licensing Authority. The rules are subject to Street Trading legislation as contained in Part III of the London Local Authorities Act 1990 (as amended)
  
- 1.3 The purpose of these procedure rules is to guide the Licensing Sub-Committees through the various stages of the hearing process and to direct the Sub-Committee hearing a case, and all other parties involved, on the essential procedural requirements to be followed before, during and after a hearing.

### 2. SUB-COMMITTEES

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#### Role, Composition and Quorum

- 2.1 All hearings under these procedure rules will be conducted by licensing Sub-Committees for the sole purpose of determining applications for and in relation to licences as required

under Street Trading legislation as contained in Part III of the London Local Authorities Act 1990 (as amended) [the “Act”].

- 2.2 A Sub-Committee will usually consist of three members drawn from the Licensing Committee. The quorum for hearings and meetings of a Sub-Committee is two members. Each meeting shall be chaired by a designated Licensing Sub-Committee Chairman.
- 2.3 The Head of Democratic Services, or his representative (usually the Clerk to the Licensing Committee) shall appoint each Sub-Committee taking into account the need for it to be politically balanced, where possible; the need to involve all members of the Licensing Committee as equally as possible; the need to avoid involving members with an interest in the item to be discussed or members from the ward in which the subject premises is located; and the timescale available for determining applications.
- 2.3 Where hearings are convened, Sub-Committees are not ordinarily subject to the normal committee procedures established under the Local Government Act 1972 and the Council Procedure Rules. For example, a Member who is not on the Sub-Committee hearing the case cannot address the proceedings in his/her capacity as an elected member, except where the member has properly made a representation or is formally representing objectors.

### **Power to adopt own Procedure**

- 2.4 Except where otherwise prescribed by the Act, the Sub-Committee has wide powers to adopt its own procedures as to the general order and manner in which the hearing is to be conducted. For example, it may in any particular case dispense with or modify these Rules of Procedure.

## **3. BEFORE THE HEARING**

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### **Time Limits for Setting up Hearings**

- 3.1 The Act does not prescribe a specific period of time within which a hearing is to be held. It is expected that a hearing will to be commenced as soon as is reasonably practicable after the deadline for making representations and in any case where a hearing is likely to exceed more than one day it must be arranged to take place on consecutive days.

- 3.2 The relevant Sub-Committee may at any time postpone the original date on which the hearing is to be held to a new date that it may specify if it considers it necessary to enable it to consider any information or documents provided by a party or having regard to the ability of any party, person representing a party or witness to attend the hearing
- 3.3 Without prejudice to paragraphs 3.1 and 3.32, every effort will be made to arrange for hearings to be held within 10 working days after the end of the period within which representations may be made by responsible authorities and interested parties.

## **Notice Procedures**

- 3.4 In order to hold a fair and transparent hearing, the Street Scene Enforcement Team and parties to proceedings are required to notify each other of relevant information in advance of the hearing as follows:

### Notice of Hearing from the Licensing Authority

- 3.5 Notice shall given to all parties to the hearing specifying the date, time and place at which the hearing is to be held.
- 3.6 The Notice of Hearing shall be sent so that, in the ordinary course of events, it is received no later than 10 working days before the first day on which the hearing is to be held.
- 3.7 However, when the Sub-Committee has postponed the original hearing date it shall, as soon as reasonably practicable, notify the parties of the new date, time and place for the hearing.
- 3.8 The Notice of Hearing shall be accompanied by information in writing regarding the following:
- (i) This procedure note or a procedure guide , the report from the Street Scene Enforcement Officer and copies of written objections / petitions received;
  - (ii) Confirmation that a party may be assisted / represented by a person who does not have to be legally qualified;

- (ii) The consequences if a party:
  - (a) Informs the Sub-Committee that he/she does not wish to attend or be represented at the hearing, or
  - (b) Fails to inform the relevant committee whether he/she wishes to attend or be represented at the hearing, or
  - (c) Informs the Sub-Committee that he/she wishes to attend or be represented at the hearing, but fails to attend or be represented.
- (iii) the legal requirements imposed on the Sub-Committee in conducting the hearing.
- (iv) the procedure the Sub-Committee will follow at the hearing.
- (v) time limits and method by which a party should inform the Sub-Committee whether he/she wishes: to attend or address the hearing, be assisted or represented by another person, call a witness to give evidence and in relation to what matters that witness will give evidence, to withdraw any representations or to consent to the application being determined without a hearing
- (vi) any matters on which the Street Scene Enforcement Team considers that it will want clarification from a party.

### Notice of Attendance from the Parties

3.9 Upon receipt of the Notice of Hearing, and by no later than 2 working days before the day or first day on which the hearing is to be held, each party must give to the Sub-Committee a notice in writing stating:

- (i) whether he/she wishes to attend or address the hearing;
- (ii) whether he or she wishes to be assisted or represented by another person;
- (iii) whether he/she wishes to call a witness to give evidence at the hearing and the matters in relation to which he/she wishes that witness to give evidence;
- (iii) whether he/she wishes to consent to the application being determined without his/her presence
- (iv) any special needs (for example language translation) to be accommodated

3.10 Such notice may be given either by completing and returning to the authority the pro-forma "Notice of Attendance" that accompanies the Notice of Hearing, or by providing any other form of written notification. Notices may be sent by post, fax or email.



### Notice of Withdrawal of Representations

- 3.11 A party who wishes to withdraw any objection they have made may do so:
- (i) by giving notice to the licensing authority no later than 24 hours before the day of the hearing; or
  - (ii) orally at the hearing

### **Street Scene Enforcement Team Officer's Report**

- 3.12 A report on the application to be determined will be formulated by the authority's Street Scene Enforcement Team officers, which will contain a summary of the application, objections, their technical observations and recommendations.

### **Agenda for the Hearing**

- 3.13 The Head of Democratic Services or Clerk to the Licensing Committee shall send out the agenda for the hearing (which will include the Licensing Officer's report) to all parties in advance of the hearing.

### **Consequences of failure to Attend Hearing**

- 3.14 The Sub-Committee committee may proceed with a hearing in the absence of a party or a party's representative if the party has:

- (i) informed the Sub-Committee that he/she does not intend to attend or be represented at the hearing (and has not subsequently advised the Sub-Committee otherwise) ;
- (ii) failed to inform the Sub-Committee whether he/she intends to attend or be represented at the hearing; or
- (iii) left the hearing in circumstances enabling the Sub-Committee reasonably to conclude that he/she does not intend to participate further.

- 3.15 Where the hearing is held in the absence of a party, the relevant committee shall consider at the hearing the application or objections made by that party.

- 3.16 If a party has indicated that he does intend to attend or be represented at the hearing, but fails to so attend or be so represented, the relevant committee may
- (i) adjourn the hearing to a specified date if it considers it to be in the public interest, or
  - (ii) proceed with the hearing in the party's absence.
- 3.17 Where, the relevant committee adjourns the hearing to a specified date it shall, as soon as reasonably practicable, notify the parties of the date, time and place to which the hearing has been adjourned.

## 4. THE HEARING

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### Principles to be applied

- 4.1 Subject to paragraph 4.2 and 4.3 below, the hearing shall take place in public.
- 4.2 The Sub-Committee may direct that all or part of a hearing must be held in private if it is satisfied that it is necessary in all the circumstances of the case, having had regard to:
- (i) any unfairness to a party that is likely to result from hearing in public; and
  - (ii) the need to protect as far as possible, the commercial or other legitimate interests of a party.
- 4.3 Issues that involve personal details such as medical conditions or criminal records will normally be held in private session.
- 4.4 Changes to the membership of the Sub-Committee will be announced at the beginning of the hearing.
- 4.5 The hearing will take the form of a discussion led by the Chairman of the relevant committee. As the hearing is not a court:
- (i) strict rules of evidence will not apply (see paragraphs 5.3 below for further details as to evidence).
  - (ii) evidence will not be taken on oath.

- (iii) comments and questions are to be directed through the Sub-Committee Chairman.
- (iv) cross-examination will not be permitted unless the Sub-Committee considers that cross-examination is required for it to consider the representations or application.
- (v) evidence, discussion and address must be relevant to the Act.
- (vi) all representations and other information received from absent parties will be considered.

4.6 The Sub-Committee will have regard to the common law rules of natural justice and the Human Rights Act 1998 when exercising its decision-making functions, with particular reference to Article 6 of the European Convention of Human Rights which provides that:

*“...in the determination of civil rights and obligations, everyone is entitled to a fair and public hearing within a reasonable time by an independent and impartial tribunal established by law”.*

4.7 A party may be assisted or represented at the hearing by any person whether or not that person is legally qualified. For the avoidance of doubt, a party may be assisted or represented by their Ward Councillor. However, no member sitting on the relevant sub-committee hearing the case can represent any of the interested parties or applicant.

### **Procedure at the Hearing**

4.8 The order of business shall be at the discretion of the Sub-Committee, but will normally proceed in accordance with the following paragraphs or as shown in the flow chart attached at *Appendix 1*:

4.9 The Chairman shall at the beginning of the hearing introduce the members of the sub-committee, invite the parties to identify themselves and then explain to the parties the procedure that the Sub-Committee intends to follow.

4.10 The Street Scene Enforcement Team Officer will then be invited by the Chairman to present the relevant details of his/her report (referred to in paragraph 3.11 above), and any other information regarding any details relevant to the application or representations which may have come to light since the report was written. Alternatively, the Chairman may proceed directly to paragraph 4.11 below.

- 4.11 Parties or their representatives will normally be invited to address the Sub-Committee in the following order:
- (i) Applicant
  - (ii) Objectors
- 4.12 Where there is more than one objection raising the same or similar grounds, the Chairman will encourage parties to agree that only one party address the Sub-Committee on behalf of the parties who have made the representations in question.
- 4.13 Each party shall be entitled to:
- (i) address the Sub-Committee or call witnesses
  - (ii) provide further information on, or explanation of, any matter on which the licensing authority has indicated that it would want further clarification under paragraph 3.7(vi) above.
  - (iii) subject to paragraph 4.4(iv) above, question any other party or person representing a party on any matter that is relevant to the application, or representation made on the application, where in all the circumstances the sub-committee considers it is appropriate to do so.
- 4.14 The Sub-Committee will take into consideration documentary or other information in support of the application or objections produced by a party:
- (i) before the hearing; or
  - (ii) at the hearing, with the consent of all other parties attending the hearing.
- 4.15 At any time during the hearing, parties or their representatives or any of their witnesses may be asked questions upon their presentation or evidence by any member of the sub-committee.
- 4.16 At any time during the hearing, the Sub-Committee may decide to adjourn hearing to the earliest possible date or to a later time on the same date in order to conduct a site inspection of the relevant application. All site inspections will preferably be conducted in the presence of all parties to a Hearing. A party to a hearing may decline to attend such a site inspection. In such a situation, the site inspection may take place in the absence of the relevant party.

- 4.16 The parties shall be entitled to make closing submissions and will normally be invited to do in the following order:
- (i) Street Scene Enforcement Officer
  - (ii) Objector
  - (iii) Applicant
- 4.17 The Sub-Committee may place a time limit on a party's speaking rights as set out in paragraphs 4.13 and 4.16 above, but all parties shall be allowed an equal maximum period of time.
- 4.18 The Sub-Committee may require any person who in his/her opinion is behaving in a disruptive manner to leave the hearing and may refuse to permit that person to return or to return upon complying with such conditions as the relevant committee may specify. However, any such person will be allowed to submit any evidence in writing that they proposed to give orally, provided they do so before the end of the hearing.
- 4.19 At the conclusion of evidence and closing submissions, the Sub-Committee will adjourn into closed session in order to deliberate and reach a decision. During this process only the Legal Adviser and Committee Clerk will remain with them.
- 4.20 If, during its deliberations, the Sub-Committee considers that it is necessary for any person present at the hearing to provide further information or clarification on a particular point, the hearing may be re-convened to deal with that issue before reaching a decision.

### **Role of Legal Advisor**

- 4.21 The Sub-Committee may seek advice or clarification of any procedural, technical or legal matter from the legal adviser at any time during the course of the hearing.
- 4.22 The legal adviser will provide the Sub-Committee with any advice it requires properly to perform its functions whether or not the Sub-Committee requested that advice, on:
- (i) questions of law or of mixed fact and law;
  - (ii) matters of practice and procedure;
  - (iii) the range of options available to the Sub-Committee;
  - (iv) Relevant national guidance, policy or codes;
  - (v) Other issues relevant to the matter before the Sub-Committee;
  - (vi) The appropriate decision-making structure to be applied in any given case.

- 4.23 The legal adviser may ask questions of witnesses and the parties in order to clarify the evidence and any issues in the case. The legal adviser is under a duty to ensure that every case is conducted fairly.
- 4.23 The legal adviser will play no part in making findings of fact but may assist the Sub-Committee by reminding it of the evidence taken from his/her own or the committee clerk's notes.
- 4.25 The legal adviser will assist the Sub-Committee where appropriate as to the formulation of reasons and the recording of those reasons.

## **5. THE DECISION**

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### **Principles to be applied**

- 5.1 Each application will be determined on its own merits and the Sub-Committee shall make its decision based upon the merits of the individual circumstances of each case and its considerations shall be restricted to the evidence placed before it (see paragraph 5.3 and 5.4 below on how evidence will be assessed);
- 5.2 All decisions reached by a Sub-Committee shall be supported by reasons and a summary of the relevant evidence supporting those reasons. All decisions reached by the Sub-Committee must comply with the Act.

### **Evidence**

- 5.3 While court rules of evidence will not strictly apply, they will, however, be followed to a great extent because Sub-Committee decisions must be based upon an objective assessment of the evidence. Hearsay evidence is permitted but will be given less weight than direct evidence. Evidence given in person where the testing of that evidence is possible through questioning, or cross-examination if appropriate, is likely to be given more weight than evidence or representations which are presented only in writing.
- 5.4 If the Sub-Committee considers that the evidence of a party is not relevant to the issue(s) to be decided, it shall be disregarded.

## **Time Limit**

- 5.6 The relevant Sub-Committee shall determine the application on the last day on which the hearing was held. So, if the hearing finishes on a Monday, the determination must occur on the same day.
- 5.7 A verbal decision is given to the public at the end of the hearing or at the end of the relevant agenda item.

## **6. AFTER THE HEARING**

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### **Notification of Decision**

- 6.1 After the hearing, formal notice of the Sub-Committee's decision and related information, such as any conditions that may be imposed on the street trading licence, shall be communicated to all parties to the proceedings, in writing, within 5 working days of a verbal decision being given.
- 6.2 The decision notice shall further point out that if the applicant (who is also the holder of a Permanent Street Trading Licence) is dissatisfied with the decision of the Sub-Committee there is a right of appeal to the Registrations and Appeals Committee which must be exercised within 21 days from the date of receipt of the written notice of decision.
- 6.3 All decisions upon an application shall further be published for viewing on the Council's official website.

ORDER OF PROCEEDINGS

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**Introduction by the Council's Street Scene Enforcement Team Officer**



The Street Scene Enforcement Officer will introduce the report and will outline impartially the matter before the Sub-Committee, giving any relevant background information.

**The Applicant (if present)**



The applicant presents their case and brings forward any witnesses. Members of the Sub-Committee or the Legal Adviser may ask questions to clarify evidence given.

**Objectors (if any objections are made)**



The Objectors present their case, including any written correspondence and/or calling any witnesses in support of their objections. Members of the Sub-Committee or the Legal Adviser may ask questions to clarify evidence given.

**OPTIONAL - DISCUSSION LED BY THE CHAIRMAN**  
 A discussion may occur if there is a need for the parties involved to clarify each other's cases. At this point parties may ask questions of each other on any matter relevant to the application or any representations.



**Closing Submissions from Each Party**

The Street Scene Enforcement Officer, Applicant and Objectors make brief closing submissions on the application for decision. The applicant makes the final closing remarks.



**Sub-Committee Deliberates**

The Sub-Committee will remain in the room to deliberate and make their decision, with only the Legal Advisor and Clerk to the Committee remaining. All other present will be asked to leave the room.



**Chairman may announce Decision**

Parties may return to the room when asked and the Chairman announces the decision. The Chairman reminds the applicant that the decision will be sent to them in writing. There can be no further questions or statements



## VARIATION OF TEMPORARY STREET TRADING TABLES & CHAIRS LICENCE

<b>Committee</b>	Licensing Sub-Committee
<b>Officer Contact</b>	Bill Hickson                      01895 277402
<b>Papers with report</b>	Annexure 1
<b>Ward(s) affected</b>	Uxbridge South

### SUMMARY

The Street Scene Enforcement Team has now processed the application for the variation of a street trading licence. Having considered the application, the Street Scene Enforcement Team suggests that it would be appropriate to vary the Temporary Tables & Chairs Licence in respect of Mr M Wehbe, 7 High Street, Uxbridge.

### RECOMMENDATION

**That the Temporary Tables & Chairs Licence of the trader identified below be revised for the remaining period of the current licence & extend the existing trading pitch area by 1 metre, from 2 metres to 3 metres:**

**NAME:** Mr M Wehbe

**LICENCE TYPE AND PERIOD:** Temporary Tables & Chairs Licence – 6 months

**LOCATION:** 7 High Street, Uxbridge

**COMMODITY:** Tables & Chairs

### ALTERNATIVE OPTIONS

**A. Refuse to approve the variation of licence**

### INFORMATION

1. Street trading activity within the London Borough of Hillingdon is regulated by the London Local Authorities Act 1990 (as amended).
2. The application set out above is to vary the current temporary tables & chairs licence.
3. The variation if granted would be for a period ending 30<sup>th</sup> September 2010
4. The Street Scene Enforcement Team has examined all documentation accompanying the application. Copies of the relevant documentation supplied by the trader will be available to be viewed by Councillors at the Licensing Sub-Committee Hearing.

5. The Street Scene Enforcement Team is satisfied that the application complies with the London Borough of Hillingdon's Street Trading Regulations and the legislation.
6. Street Scene Enforcement Team Officers confirm the proposed trading activities have sufficient space of two (2) metres on the pavement for pass and re-pass by pedestrians.
7. The Street Scene Enforcement Team confirms that it has no objection to the grant of the licence.
8. On 18<sup>th</sup> June 2010 correspondence was despatched to the trader. They were advised by the Street Scene Enforcement Team by post of the date and time of the Sub-Committee meeting at which their application to renew their street trading licence would be considered. Copies of this correspondence will be available to be viewed by Councillors at the Licensing Sub-Committee Hearing.
9. The correspondence also advised the trader of their right to attend the hearing and make written or verbal representations at the hearing.
10. Additionally, the trader was advised via correspondence that the application would be decided in their absence in the event that Democratic Services were not notified of the trader's intention to attend and/or address the Sub-Committee.
11. In light of the traders' compliance with Street Trading Regulations, the Street Scene Enforcement Team is not aware of any reason to revoke the licence or not to vary the licence as applied for.

#### **LEGAL COMMENTS – TO BE COMPLETED BY BEEJAL**

12. This report recommends that the street trading licence as attached at Annexure 1 be renewed in accordance with Section 25(1) of the London Local Authorities Act 1990 (as amended) – ("the Act").
13. An application for the renewal of a street trading licence should be made not later than two months before the date on which the existing licence will cease to be valid. This time period may be shortened if the Local authority considers it reasonable to do so.
14. Section 25(4) of the Act specifies that a street trading licence may not be granted:
  - a. To a person under the age of 17 years;
  - b. To a company incorporated under the Companies Acts, an unincorporated association or a partnership except where such an application is made to carry on ice cream trading
  - c. In respect of an application for a street trading licence which, if granted, would authorise trading in a street which is not a licence street. An exception to this prohibition is where the application is for the grant of a temporary permit and the proposed trader has the permission of the owner of the land to carry out trading activities. In such a situation, the applicant is required to provide sufficient evidence of such permission to the Licensing Sub-Committee.

d. Where the goods that the trader proposes to trade in are prohibited or embargoed by a resolution passed in compliance with Section 24(1)(b) of the Act.

15. In accordance with Section 25(4)(b), a licence may not be granted unless the Sub-Committee are satisfied that there is enough space in the street for the applicant to engage in the trading activity without causing undue interference or inconvenience to persons or vehicular traffic using the street.

16. As at 26 February 2010, all public pavements immediately in front of any shop within the London Borough of Hillingdon has been designated as a licence street for the purposes of street trading under the Act.

## **BACKGROUND DOCUMENTS**

London Local Authorities Act 1990(as amended)

London Borough of Hillingdon Street Trading Licence Terms and Conditions

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## APPLICATION FOR TEMPORARY SHOP FRONT STREET TRADING LICENCES

<b>Committee</b>	Licensing Sub-Committee
<b>Officer Contact</b>	Bill Hickson 01895 277402
<b>Papers with report</b>	Annexure 1
<b>Ward(s) affected</b>	Manor Townfield & Botwell

### SUMMARY

The Street Scene Enforcement Team has now processed the new applications for temporary shop front street trading licences \*as tabulated in Annexure 1. Having considered the applications and documentation, the Street Scene Enforcement Team suggests that it would be appropriate to issue temporary Shop Front licences for the traders as tabulated in Annexure 1.

### RECOMMENDATION

**That temporary shop front street trading licences of the reported traders identified in Annexure 1 be issued for a period of 6 months.**

### ALTERNATIVE OPTIONS

- A. Approve the issue of the licences for a further time limited period of less than 6 months – time period to be specified by the Sub-Committee.**  
or;
- B. Refuse to issue of temporary shop front street trading licences.**

### INFORMATION

1. Street trading activity within the London Borough of Hillingdon is regulated by the London Local Authorities Act 1990 (as amended).
2. The applications listed in Annexure 1 are for new temporary shop front street trading licences.
3. The licences issued will be temporary licences lasting for a period of 6 months.
4. The Street Scene Enforcement Team has examined all documentation accompanying the applications. Copies of the relevant documentation supplied by each trader will be available to be viewed by Councillors at the Licensing Sub-Committee Hearing.
5. The Street Scene Enforcement Team is satisfied that the applications comply with the London Borough of Hillingdon's Street Trading Regulations and the legislation.

6. The Street Scene Enforcement Team confirms that it has no objection to the grant of the licence.
7. Street Scene Enforcement Team Officers confirm the proposed trading activities have sufficient space of two (2) metres on the pavement for pass and re-pass by pedestrians.
8. On 16<sup>th</sup> June 2010 correspondence was despatched by mail to the relevant traders. The Street Scene Enforcement Team advised them by post of the date and time of the Sub-Committee meeting at which their application for their street trading licence would be considered. Copies of this correspondence will be available to be viewed by Councillors at the Licensing Sub-Committee Hearing.
9. The correspondence also advised the traders of their right to attend the hearing and make written or verbal representations at the hearing.
10. Additionally, the traders were advised via correspondence that the applications would be decided in their absence in the event that Democratic Services were not notified of the trader's intention to attend and/or address the Sub-Committee.
11. In light of the traders' compliance with Street Trading Regulations, the Street Scene Enforcement Team is not aware of any reason refuse the licences for the period requested.

## **LEGAL COMMENTS**

12. This report recommends that the street trading licences as attached at Annexure 1 be renewed in accordance with Section 25(1) of the London Local Authorities Act 1990 (as amended) – ("the Act").
  13. An application for the renewal of a street trading licence should be made not later than two months before the date on which the existing licence will cease to be valid. This time period may be shortened if the Local authority considers it reasonable to do so.
  14. Section 25(4) of the Act specifies that a street trading licence may not be granted:
    - a. To a person under the age of 17 years;
    - b. To a company incorporated under the Companies Acts, an unincorporated association or a partnership except where such an application is made to carry on ice cream trading.
    - c. In respect of an application for a street trading licence which, if granted, would authorise trading in a street which is not a licence street. An exception to this prohibition is where the application is for the grant of a temporary permit and the proposed trader has the permission of the owner of the land to carry out trading activities. In such a situation, the applicant is required to provide sufficient evidence of such permission to the Licensing Sub-Committee.
    - d. Where the goods that the trader proposes to trade in are prohibited or embargoed by a resolution passed in compliance with Section 24(1)(b) of the Act.
  15. In accordance with Section 25(4)(b), a licence may not be granted unless the Sub-Committee are satisfied that there is enough space in the street for the applicant to engage in the trading activity without causing undue interference or inconvenience to persons or vehicular traffic using the street.
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16. As at 26 February 2010, all **Highway**” means a route or area which all persons can use to pass and repass along as often and whenever they wish without let or hindrance and without charge; this includes carriageway, footway and any part of that area where the public have access and which may be in public or private ownership public within the London Borough of Hillingdon designated for the purposes of street trading under the Act.

## **BACKGROUND DOCUMENTS**

London Local Authorities Act 1990(as amended)

London Borough of Hillingdon Street Trading Licence Terms and Conditions

**NAME:** Mr S Kumar trading as Pound Plus Shop  
**LICENCE TYPE AND PERIOD:** Shop Front License – 6 Months  
**LOCATION:** 10a Station Road, Hayes  
**COMMODITY:** Carpets, Suitcases, Blankets

**NAME:** Mr K Sivaganes, SKS UK Limited trading as Victoria Food & Wine  
**LICENCE TYPE AND PERIOD:** Shop Front License – 6 Months  
**LOCATION:** 120 Victoria Road, Ruislip Manor  
**COMMODITY:** Flowers, News Paper Stand

**NAME:** Mrs H Phelan  
**LICENCE TYPE AND PERIOD:** Shop Front License – 6 Months  
**LOCATION:** 69 Station Road, Hayes  
**COMMODITY:** Fabrics

**NAME:** Mr F Sexton  
**LICENCE TYPE AND PERIOD:** Shop Front License – 6 Months  
**LOCATION:** 69 Victoria Road, Ruislip Manor  
**COMMODITY:** Baked Potatoes & associated display



## RENEWAL OF TEMPORARY SHOP FRONT STREET TRADING LICENCE

<b>Committee</b>	Licensing Sub-Committee
<b>Officer Contact</b>	Bill Hickson 01895 277402
<b>Papers with report</b>	Annexure 1
<b>Ward(s) affected</b>	Manor

### SUMMARY

The Street Scene Enforcement Team has now processed the application for the renewal of shop front street trading licence. Having considered the application and documentation, the Street Scene Enforcement Team suggests that it would be appropriate to renew the shop front street trading licence in respect of Mobility Scooters, 70 – 72 Victoria Road, Ruislip Manor.

### RECOMMENDATION

**That the temporary shop front street trading licence for the trader identified below be renewed for a period of 6 months:**

**NAME:** Mrs S Persaud - FMS Mobility Centre

**LICENCE TYPE AND PERIOD:** Shop Front License – 6 Months

**LOCATION:** 70 – 72 Victoria Road, Ruislip Manor

**COMMODITY:** Mobility Scooters

### ALTERNATIVE OPTIONS

- A. **Approve the renewal of the licence for a further time limited period of less than 6 months – time period to be specified by the Sub-Committee**  
or;
- B. **Refuse to approve the renewal of the licence**

### INFORMATION

1. Street trading activity within the London Borough of Hillingdon is regulated by the London Local Authorities Act 1990 (as amended).
2. The application set out above is for the renewal of shop-front street trading licence.
3. The licence issued will be temporary licence lasting for six months from date of issue.
4. The Street Scene Enforcement Team has examined all documentation accompanying the application. Copies of the relevant documentation supplied by each trader will be available to be viewed by Councillors at the Licensing Sub-Committee Hearing.

5. The Street Scene Enforcement Team is satisfied that each application complies with the London Borough of Hillingdon's Street Trading Regulations and the legislation.
6. The Street Scene Enforcement Team confirms that it has no objection to the grant of the licence.
7. Street Scene Enforcement Team Officers confirm the proposed trading activities have sufficient space of two (2) metres on the pavement for pass and re-pass by pedestrians.
8. On 18<sup>th</sup> June 2010 correspondence was despatched to the relevant trader. They were advised by the Street Scene Enforcement Team by post of the date and time of the Sub-Committee meeting at which their application to renew their street trading licence would be considered. Copies of this correspondence will be available to be viewed by Councillors at the Licensing Sub-Committee Hearing.
9. The correspondence also advised the trader of their right to attend the hearing and make written or verbal representations at the hearing.
10. Additionally, the trader was advised via correspondence that the application would be decided in their absence in the event that Democratic Services were not notified of the trader's intention to attend and/or address the Sub-Committee.
11. In light of the trader's compliance with Street Trading Regulations, the Street Scene Enforcement Team is not aware of any reason to revoke the licence or issue a licence for a period of less than 6 months.

## **LEGAL COMMENTS**

12. This report recommends that the street trading licences as attached at Annexure 1 be renewed in accordance with Section 25(1) of the London Local Authorities Act 1990 (as amended) – ("the Act").
13. An application for the renewal of a street trading licence should be made not later than two months before the date on which the existing licence will cease to be valid. This time period may be shortened if the Local authority considers it reasonable to do so.
14. Section 25(4) of the Act specifies that a street trading licence may not be granted:
  - a. To a person under the age of 17 years;
  - b. To a company incorporated under the Companies Acts, an unincorporated association or a partnership except where such an application is made to carry on ice cream trading
  - c. In respect of an application for a street trading licence which, if granted, would authorise trading in a street which is not a licence street. An exception to this prohibition is where the application is for the grant of a temporary permit and the proposed trader has the permission of the owner of the land to carry out trading activities. In such a situation, the applicant is required to provide sufficient evidence of such permission to the Licensing Sub-Committee.
  - d. Where the goods that the trader proposes to trade in are prohibited or embargoed by a resolution passed in compliance with Section 24(1)(b) of the Act.

15. In accordance with Section 25(4)(b), a licence may not be granted unless the Sub-Committee are satisfied that there is enough space in the street for the applicant to engage in the trading activity without causing undue interference or inconvenience to persons or vehicular traffic using the street.
16. As at 26 February 2010, all public pavements immediately in front of any shop within the London Borough of Hillingdon has been designated as a licence street for the purposes of street trading under the Act.

## **BACKGROUND DOCUMENTS**

London Local Authorities Act 1990(as amended)

London Borough of Hillingdon Street Trading Licence Terms and Conditions

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## APPLICATION FOR TEMPORARY PITCH STREET TRADING LICENCE

<b>Committee</b>	Licensing Sub Committee
<b>Officer Contact</b>	Bill Hickson – Ext 7402
<b>Papers with report</b>	Annexure 1
<b>Ward(s) affected</b>	Uxbridge South

### SUMMARY

The Street Scene Enforcement Team has now processed the new application for temporary pitch street trading licence \*as tabulated in Annexure 1. Having considered the application and documentation, the Street Scene Enforcement Team suggests that it would be appropriate to issue temporary pitch licence for the trader as tabulated in Annexure 1.

### RECOMMENDATION

**That temporary pitch street trading licence of the reported trader identified in Annexure 1 be issued for two days being the Saturday 10<sup>th</sup> July and Saturday 17<sup>th</sup> July.2010.**

### ALTERNATIVE OPTIONS

- A. Refuse to issue of licence temporary pitch street trading licence.**

### INFORMATION

1. Street trading activity within the London Borough of Hillingdon is regulated by the London Local Authorities Act 1990 (as amended).
2. The application listed in Annexure 1 is for a new pitch licence.
3. The licence issued will be temporary licence lasting for two days being the Saturday 10th July and Saturday 17th July.2010.
4. The Street Scene Enforcement Team has examined all documentation accompanying the application. Copies of the relevant documentation supplied by each trader will be available to be viewed by Councillors at the Licensing Sub-Committee Hearing.
5. The Street Scene Enforcement Team is satisfied that the application complies with the London Borough of Hillingdon's Street Trading Regulations and the legislation.
6. The Street Scene Enforcement Team confirms that it has no objection to the grant of the licence.
7. The Rotary Club of Uxbridge is a registered charity and is therefore subject to it's activities being scrutinised by the Charities Commission that the issue of a street trading licence for the proposed activity will not contravene any rules of the Charities Commission.
8. On 7<sup>th</sup> July 2010 correspondence was despatched by e-mail to the relevant trader. The applicant was advised them of the date and time of the Sub-Committee meeting at which their application for their street trading licence would be considered. Copies of this

correspondence will be available to be viewed by Councillors at the Licensing Sub-Committee Hearing.

9. The correspondence also advised the trader of their right to attend the hearing and make written or verbal representations at the hearing.
10. Additionally, the trader were advised via correspondence that the application would be decided in their absence in the event that Democratic Services were not notified of the trader's intention to attend and/or address the Sub-Committee.
11. In light of the traders' compliance with Street Trading Regulations, the Street Scene Enforcement Team is not aware of any reason refuse the licence for the periods requested.

## LEGAL COMMENTS

12. This report recommends that the street trading licences as attached at Annexure 1 be renewed in accordance with Section 25(1) of the London Local Authorities Act 1990 (as amended) – ("the Act").
13. An application for the renewal of a street trading licence should be made not later than two months before the date on which the existing licence will cease to be valid. This time period may be shortened if the Local authority considers it reasonable to do so.
14. Section 25(4) of the Act specifies that a street trading licence may not be granted:
  - a. To a person under the age of 17 years;
  - b. To a company incorporated under the Companies Acts, an unincorporated association or a partnership except where such an application is made to carry on ice cream trading
  - c. In respect of an application for a street trading licence which, if granted, would authorise trading in a street which is not a licence street. An exception to this prohibition is where the application is for the grant of a temporary permit and the proposed trader has the permission of the owner of the land to carry out trading activities. In such a situation, the applicant is required to provide sufficient evidence of such permission to the Licensing Sub-Committee.
  - d. Where the goods that the trader proposes to trade in are prohibited or embargoed by a resolution passed in compliance with Section 24(1)(b) of the Act.
15. In accordance with Section 25(4)(b), a licence may not be granted unless the Sub-Committee are satisfied that there is enough space in the street for the applicant to engage in the trading activity without causing undue interference or inconvenience to persons or vehicular traffic using the street.
16. As at 26 February 2010, all **Highway**" means a route or area which all persons can use to pass and repass along as often and whenever they wish without let or hindrance and without charge; this includes carriageway, footway and any part of that area where the public have access and which may be in public or private ownership public within the London Borough of Hillingdon designated for the purposes of street trading under the Act.

## BACKGROUND DOCUMENTS

London Local Authorities Act 1990(as amended)

London Borough of Hillingdon Street Trading Licence Terms and Conditions

NAME : Rotary Club of Uxbridge Charity Auto Show – Mr Eric Wiggins  
LICENCE TYPE AND PERIOD : Temporary pitch street trading licence for two days being the Saturday 10th July and Saturday 17th July.2010.  
LOCATION : Adjacent to lamp post number 34 and statue in High Street Uxbridge.  
COMMODITY : Advance ticket sales for Uxbridge Charity Auto Show.

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## APPLICATION FOR TEMPORARY PITCH STREET TRADING LICENCE

**Committee**

Licensing Sub Committee

**Officer Contact**

Bill Hickson 01895 277402

**Papers with report**

Annexure 1

**Ward(s) affected**

Botwell

### SUMMARY

The Street Scene Enforcement Team has now processed the new application for temporary pitch street trading licence in respect of Fast Food, Betam Road, Hayes. Having considered the application and documentation, the Street Scene Enforcement Team suggests that it would be appropriate to issue temporary pitch licence in respect of Fast Food 4 You, Betam Road, Hayes.

### RECOMMENDATION

**That temporary pitch street trading licence for the trader listed below be issued for a period of 6 months.**

**NAME:** Mrs B K Bhogal trading as Fast Food 4 You

**LICENCE TYPE AND PERIOD:** Temporary Pitch Street Trading Licence – 6 months

**LOCATION:** Betam Road, Hayes

**COMMODITY:** Fast Food

### ALTERNATIVE OPTIONS

- A. Approve the issue of the licence for a further time limited period of less than 6 months – time period to be specified by the Sub-Committee.**  
**or;**
- B. Refuse to issue of licence temporary pitch street trading licence.**

### INFORMATION

1. Street trading activity within the London Borough of Hillingdon is regulated by the London Local Authorities Act 1990 (as amended).
2. The application set out above is for a new pitch licence.
3. The licence issued will be temporary licence lasting for a period of 6 months.
4. The Street Scene Enforcement Team has examined all documentation accompanying the application. Copies of the relevant documentation supplied by each trader will be available to be viewed by Councillors at the Licensing Sub-Committee Hearing.

5. The Street Scene Enforcement Team is satisfied that the application complies with the London Borough of Hillingdon's Street Trading Regulations and the legislation.
6. The Street Scene Enforcement Team confirms that it has no objection to the grant of the licence.
7. On 8<sup>th</sup> June 2010 the Street Scene Enforcement Team Administrative Assistant meet & informed the applicant of the date and time of the Sub-Committee meeting at which their application for their street trading licence would be considered.
8. The Street Scene Enforcement Team Administrative Assistant also advised the trader of their right to attend the hearing and make written or verbal representations at the hearing.
9. Additionally, the trader was advised via correspondence that the application would be decided in their absence in the event that Democratic Services were not notified of the trader's intention to attend and/or address the Sub-Committee.
10. In light of the trader's compliance with Street Trading Regulations, the Street Scene Enforcement Team is not aware of any reason refuse the licences for the period requested.

## **LEGAL COMMENTS**

11. This report recommends that the street trading licences as attached at Annexure 1 be renewed in accordance with Section 25(1) of the London Local Authorities Act 1990 (as amended) – ("the Act").
12. An application for the renewal of a street trading licence should be made not later than two months before the date on which the existing licence will cease to be valid. This time period may be shortened if the Local authority considers it reasonable to do so.
13. Section 25(4) of the Act specifies that a street trading licence may not be granted:
  - a. To a person under the age of 17 years;
  - b. To a company incorporated under the Companies Acts, an unincorporated association or a partnership except where such an application is made to carry on ice cream trading
  - c. In respect of an application for a street trading licence which, if granted, would authorise trading in a street which is not a licence street. An exception to this prohibition is where the application is for the grant of a temporary permit and the proposed trader has the permission of the owner of the land to carry out trading activities. In such a situation, the applicant is required to provide sufficient evidence of such permission to the Licensing Sub-Committee.
  - d. Where the goods that the trader proposes to trade in are prohibited or embargoed by a resolution passed in compliance with Section 24(1)(b) of the Act.
14. In accordance with Section 25(4)(b), a licence may not be granted unless the Sub-Committee are satisfied that there is enough space in the street for the applicant to

engage in the trading activity without causing undue interference or inconvenience to persons or vehicular traffic using the street.

15. As at 26 February 2010, all **Highway**” means a route or area which all persons can use to pass and repass along as often and whenever they wish without let or hindrance and without charge; this includes carriageway, footway and any part of that area where the public have access and which may be in public or private ownership public within the London Borough of Hillingdon designated for the purposes of street trading under the Act.

## **BACKGROUND DOCUMENTS**

London Local Authorities Act 1990(as amended)

London Borough of Hillingdon Street Trading Licence Terms and Conditions

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## REFUSAL OF STREET TRADING LICENCES

<b>Committee</b>	Licensing Sub-Committee
<b>Officer Contact</b>	Bill Hickson      01895 277402
<b>Papers with report</b>	Annexure 1
<b>Ward(s) affected</b>	Northwood Hills & Barnhill

### SUMMARY

The Street Scene Enforcement Team has now processed applications for new street trading licences. Having considered all the applications and documentation, the Street Scene Enforcement Team suggests that it would be appropriate not to issue the licences to traders as tabulated in Annexure 1.

### RECOMMENDATION

**That the Licensing Sub-Committee refuses to grant the street trading licences of each reported trader identified in Annexure 1.**

### ALTERNATIVE OPTIONS

- A. Grant the Licence application  
or;
- B. Grant the Licence application but vary the conditions of the licence

### INFORMATION

1. Street trading activity within the London Borough of Hillingdon is regulated by the London Local Authorities Act 1990 (as amended).
2. The traders listed in Annexure 1 are applying for shop-front licences. All traders listed on the annexure have been issued with temporary licences lasting for six months in the past but those have been allowed to lapse.
3. The Street Scene Enforcement Team has received applications for new licences as listed in Annexure 1.
4. The Street Scene Enforcement Team has examined all documentation accompanying the application. Copies of the relevant documentation for each trader will be available to be viewed by Councillors at the Licensing Sub-Committee Hearing.
5. The Street Scene Enforcement Team has found that the applications submitted are incomplete, as the relevant supporting documentation was not provided at the time of submitting this report to Democratic Services. The documents outstanding are also listed in Annexure 1.
6. The Street Scene Enforcement Team is therefore unable to comment on the eligibility of the trader to be awarded a street trading licence as applied for,

7. Section 25 (6) of the London Local Authorities Act 1990 (as amended) permits the Sub-Committee not to grant a street trading licence where the trader is, on account of misconduct or for any other sufficient reason unsuitable to hold a street trading licence.
8. The Street Scene Enforcement Team has served a notice of its preferred recommendation and notified the trader of a 21-day period within which to make any representations. The notices for the traders listed in Annexure 1 were sent on 9<sup>th</sup> June 2010.
9. On 9<sup>th</sup> June 2010 the relevant traders were advised by the Street Scene Enforcement Team by post of the date and time of the Sub-Committee meeting at which their application to renew their street trading licence would be considered, along with notification that a recommendation to revoke the licence will be made. Copies of this correspondence will be available to be viewed by Councillors at the Licensing Sub-Committee Hearing.
10. The correspondence also advised traders of their right to attend the hearing and make written or verbal representations at the hearing.
11. Additionally, traders were advised via correspondence that the application would be decided in their absence in the event that Democratic Services were not notified of the trader's intention to attend and/or address the Sub-Committee.

## **LEGAL COMMENTS**

12. Section 31(1)(c) of the London Local Authorities Act 1990 (as amended) states that the Sub-Committee may, if they think fit, grant a temporary street trading licence to an applicant.
13. Regulation 3 of the London Borough of Hillingdon Street Trading Licence Terms and Conditions states that it is the Licensed Street Trader's responsibility to ensure that all documents requested for any application for a grant, renewal or variation of a licence is provided on applying for a Street Trading Licence.
14. Section 31 of the London Local Authorities Act 1990 (as amended) states that an applicant must satisfy the Sub-Committee of ownership of the land on which trading is proposed. Alternatively, where the applicant proposes to trade on land which is owned and/or occupied by another person, the applicant must satisfy the Sub-Committee that he/she has the relevant consent to trade on the land. If such consent is withdrawn after the issue of a licence, the temporary licence that was granted shall lapse.
15. Section 31(2) authorises the Sub-Committee to prescribe conditions which it deems necessary for the use of the licence.
16. Section 25(3A) requires that where third party insurance is a requirement for the issue of a licence, such insurance must be provided before the licence is granted.
17. Traders have given the licence holder not less than 21 days previous notice in writing that a refusal is proposed. This notice also specified the grounds on which the recommendation is based. Additionally, the applicant was notified of his/her right to appear before the sub-committee determining the matter.

18. Section 28 (2) of the Act states that the Council may instead of revoking a licence, vary it by attaching further specified conditions;
- (a) reducing the numbers of days in any week or the period in any one day during which the licence holder is permitted to trade;
  - (b) specifying a different licence street or position or place at which the licence holder may trade;
  - (c) restricting the items which licence holder is permitted to sell.
19. The applicant must be notified in writing of the decision of the Sub-Committee.
20. The Council has a duty in considering this matter to take account of all relevant considerations and disregard any matters of irrelevance. In doing so, it must have regard to the rules of natural justice. This is in addition to complying with procedural requirements set out in the statute.

## **BACKGROUND DOCUMENTS**

London Local Authorities Act 1990(as amended)  
London Borough of Hillingdon Street Trading Licence Terms and Conditions

**ANNEXURE 1**

<b>NAME</b>	<b>LICENCE TYPE AND PERIOD</b>	<b>LOCATION</b>	<b>DOCUMENT OUTSTANDING / REASON FOR NON-RENEWAL</b>
Harts & Flowers Mrs D O'Conner	Shop Front Licence – 6 months	67 Joel Street, Northwood	Commercial trade waste agreement; No photograph or proof of identity of assistant
Puri's Poundworld Mr S M Puri	Shop Front Licence – 6 months	666 Uxbridge Road, Hayes	Proof of right to occupy premises
Kwality Foods Mr S S Arora	Shop Front Licence – 6 months	674 Uxbridge Road, Hayes	Commercial trade waste agreement, proof of right to occupy property





## Licensing Act 2003

### Protocol for making representations and sub-committee hearings

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**This protocol outlines the procedures that will be followed:**

- When making representations
- On receiving the Notice of the Hearing
- Before, during and after the hearing

Full details of the regulations surrounding sub-committee hearings are available for download on the Department of Culture, Media and Sport's website by [clicking here](#).

**It is important that you carefully read these procedures before you make a representations to an application or wish to attend and be heard at a Licensing sub-committee hearing**

# 1. Making representations

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## Am I eligible to make a representation?

Representations and objections to an application can only be made by parties or authorities entitled to do so under Government legislation – the Licensing Act 2003. The parties or authorities that can make representations are set out below:

An **interested party** which would be anyone who is directly affected by activity at the licensed premises in question, such as:

- A person living in the vicinity of the premises
- A body representing persons living in the vicinity of the premises, e.g. a Residents Association.
- A person involved in a business in the vicinity
- A body representing persons involved in such business e.g. Trade Association.

A **responsible authority**, which are namely:

- Metropolitan Police Service
- The London Fire & Emergency Planning Authority
- Hillingdon Council's Planning & Transportation and Environment & Consumer Protection Services
- Health and Safety bodies
- Bodies relating to the protection of children from harm, e.g. Area Child Protection Committee

## What happens if nobody makes any representations?

It is important to note that under the terms of the Licensing Act 2003 the Licensing Service must grant all new premises licence applications and variation applications if no relevant representations are received either from interested parties or responsible authorities.

## When do I make a representation?

Any interested party or responsible authority may make written representations about an application. Generally these must be made at any time up to and including 28 consecutive days after the day on which the application was received.

You should make your representations **within the time limit specified** in the notice put up at the premises or contained in the newspaper advertisement relating to the particular application. **Representations received after the time limit cannot be accepted.** Time limits are given in the attached Appendix (part 1)

### Contact Information:

To make representations or related queries please contact:

**Hillingdon Licensing Service**

**Tel:** (01895) 277433

**Email:** [licensing@hillington.gov.uk](mailto:licensing@hillington.gov.uk)

**Fax:** (01895) 250011

**Write to:** 4W/01 Civic Centre, High Street, Uxbridge, Middlesex, UB8 1UW

## **What information should I provide in the representation?**

When making your representation you must give details for the reasons for objection. Representations will only be relevant if they relate to the four licensing objectives:

- (1) The Prevention of Crime and Disorder;**
- (2) Public Safety;**
- (3) The Prevention of Public Nuisance; and**
- (4) The Protection of Children from Harm.**

For more information about the Licensing Objectives please read Hillingdon's Licensing Policy carefully as this document outlines the issues the Licensing Service will consider in respect of applications that have received relevant representations. You can get a copy of the Licensing policy by [clicking here](#) or contacting the Licensing Service by telephoning (01895) 277433.

Representations should fully explain the nature of the points made, reflect the Licensing Objectives outlined above provide in detail any evidence relied upon to back up those points. Concerns or fears about what might happen if the licence is granted cannot be taken into account unless they relate to the Licensing Objectives.

## **What format should the representation take?**

All representations must be given in writing. However, the Hillingdon Licensing Service agrees to accept relevant representations, with accompanying evidence, by email to allow compliance with the time limits, but where this is done, the full name and postal address should given in the email and **representations must be immediately confirmed in writing afterwards.**

## **Can we send in a petition?**

Yes, petitions can be submitted in accordance with the same rules that apply for representations. Petitions should outline their purpose and potential signatories should note that a copy will be supplied by the Hillingdon Licensing Service to the applicant. Each person signing the petition should print their full name and address. Petitioners should all live within the 'vicinity' of the premises in question.

**The Licensing Act 2003 regulations do not allow for petitions to be presented, without notice, to the sub-committee hearing.**

## **Can the Licensing Service reject a representation?**

Representations can be rejected if they are received after the time limits set, anonymous or in the opinion of the Licensing Service they are found to be vexatious, frivolous or repetitive and the writer will be notified of this decision. The Hillingdon Licensing Service may also seek to mediate between the parties to see if agreement can be reached without the need for a licensing hearing.

## **Where do I send the representation?**

Please send your representation to the Hillingdon Licensing Service at the address given at the top of Section 1 of this protocol. If sent elsewhere, it may not be received in time to be allowed. Members of the sub-committees should not be approached with any representations as this may prejudice the application.

## **What if there are a number of similar representations?**

It is possible that there may be a number of similar representations, which if all heard would make the hearing unmanageable. At the procedural briefing, held just before the hearing starts, the Hillingdon Licensing Service will ask that you agree a spokesman to speak on behalf of related representations.

## **What happens next?**

A copy of all relevant representations will be provided, in full, to the applicant. Relevant representations will then be considered as part of the business at a Licensing sub-committee hearing along with the application. The papers for the sub-committee hearing, including relevant representations, will be available to the press and public as part of the Notice of Hearing.

Where an application is to be decided at a sub-committee hearing, applicants and those who have made relevant written representations in connection with the application, will be invited to attend and will have speaking rights.

## 2. On receiving the Notice of Hearing

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### What is the Notice of Hearing?

The Licensing Sub-committee hearing will normally be held within the period of 20 working days from when the consultation period ends. The Hillingdon Licensing Service will give appropriate notice of the hearing, which depends upon the type of application to be considered. Exact timings are attached in the Appendix (parts 2&3).

A Notice of the Hearing will be sent to all parties accompanied by:

- Date, time and location of the actual hearing and a procedural briefing to be held beforehand;
- This procedure note, the report from the Council's Licensing Officer with relevant representations attached;
- Confirmation that a party may be assisted / represented by a person who does not have to be legally qualified;
- Confirmation that a party to the hearing may address the authority, give further information on a point on which the authority requires clarification and, if considered by the authority to be required, question another party to the hearing;
- The consequences of not attending or being represented at a hearing (which normally will be that the hearing will proceed in the party's absence); and
- A note of any particular points on which the Hillingdon Licensing Service wants clarification.

### Contact Information:

To give notice or any queries relating to the hearing please contact:

Clerk to the Committee

Tel: 01895 277655

Email: [nwilliams@hillingdon.gov.uk](mailto:nwilliams@hillingdon.gov.uk)

Write to: Clerk to the Committee, Cabinet Office, 3E/05, Civic Centre, Uxbridge, UB8 1UW

### What do I do when I receive the Notice of Hearing?

On receipt of the Notice of Hearing, all parties must inform the Clerk to the Committee – **normally no later than 2 working days before the hearing\*** – whether they:

- Intend to attend or to be represented at the hearing;
- Consider a hearing to be unnecessary; and
- Wish to request that another person appear at the hearing (other than their representative) as a witness. If such a request is made, it should be accompanied by details of the name of that person and a full description of the points about which that person may be able to assist the hearing.

\*In the Appendix (part 4), full details are given of the deadline by which you should give your notice. All objectors and applicants are also reminded of their right to have a legal representative at the hearing.

**If a party does not notify the above to the Clerk to the Committee before the relevant deadline they will not be entitled to speaking rights at the hearing.**

**IT IS IMPORTANT THAT YOU REPLY TO THE NOTICE**

## **If I want to withdraw my representations - how do I do this?**

Any party may withdraw their representations by contacting the Clerk to the Committee by phone, letter or email, providing they give notice no later than 24 hours before the hearing. If, during hearing, any party wishes to withdraw their representations they may do so orally by informing the Chairman.

## **What happens if I cannot attend the sub-committee hearing?**

If you have made a representation and are unable to attend the sub-committee hearing, the sub-committee will only hear and consider any evidence and arguments put forward by or on behalf of the applicant and other parties present in relation to the written objections received. The sub-committee will take into account, in considering the importance to be attached to the objection, that the objector was not available to be questioned about their statements.

## **Can you accommodate any special needs I may have?**

Yes, if any person, who intends to be present at the hearing, has any special needs, (for example in connection with access, hearing, language or vision) this should be brought to the attention of the Clerk to the Committee prior to the hearing in order that appropriate provision may be made.

## **Can the date of the hearing be changed?**

Unfortunately, the Hillingdon Licensing Service cannot be flexible in the dates for hearings as the Licensing Act 2003 sets a strict legal deadline by which hearings must be heard.

## 3. Before the Hearing

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You will have been notified of the date and time of the Licensing Sub-committee hearing. The hearings will normally take place at the Civic Centre, High Street, Uxbridge in one of the Committee Rooms.

### **How do I get to the Civic Centre?**

Parking may be available via the entrance to the Civic Centre in the High Street by contacting the Clerk to the Committee in advance. Parking is also available in the nearby Chimes Shopping Centre Car Park. Bus routes 207, U1, U3, U4 and U7 all stop at the Civic Centre. Uxbridge underground station, with the Piccadilly and Metropolitan lines, is a short walk away.

Please enter from the main reception where you will be directed to the relevant Committee Room. Please switch off your mobile phone when entering the room and note that Hillingdon Council operates a no-smoking policy in its offices.

### **Will the hearing be in public?**

There may be other members of the public and press that attend the hearing to observe the proceedings, but they will not be allowed to speak. At any hearing, the applicant may attend in person or, if the application or objection is made by an organisation or corporate body, a duly authorised representative may be present, who is able to speak on their behalf can do so.

The hearing will take place in public. However, in exceptional circumstances, when the sub-committee considers that it is in the public interest, it may exclude the public from all or any part of a hearing. Hearings will normally take place during the day.

### **I have some new evidence - may I present it?**

The sub-committee **will not** normally allow the production of new written evidence not previously submitted as relevant representations by any party. In the case where the sub-committee does allow new evidence, all other parties must give their consent before it is heard.

If new material is permitted, the hearing may need to be adjourned to allow time to consider it and for other parties to respond to it. Accordingly, any application to have new material considered should demonstrate exceptional reasons for its admission. It is, therefore important for parties to ensure that all evidence is submitted in writing as soon as possible and in accordance with the relevant timescales.

### **Will I be briefed on procedure before the hearing?**

Yes, in the notice of hearing, you will have been asked to attend a procedural briefing before the hearing starts. All parties will be asked to attend this briefing so that the Council's Licensing Officer or Legal Advisor can outline the procedures to be followed at the hearing.

### **What if there are a number of objectors present?**

At the briefing, in the event of a large number of representations, the Licensing Officer or Legal Advisor will ask that a spokesman is agreed amongst those present who have similar representations.

## Who are the people on the Licensing sub-committee?

Three elected councillors of the London Borough of Hillingdon sit on a Licensing sub-committee and it is only they who can determine the application. Its minimum membership is two. Councillors who sit on the sub-committees have been trained in the new Licensing regulations and have experience of determining applications of various kinds.

One of the Councillors will be the Chairman of the hearing and it will be he/she who will call interested parties and responsible authorities to speak and ensure time limits are adhered to as set out in the procedures.

Other people who will be present along with the Councillors include:

- The **Council's Licensing Officer** who will introduce the Officer report and outline his/her role.
- A **Legal Adviser** whose role is to assist the Committee with legal advice and to ensure that a fair and balanced hearing takes place.
- A **Clerk to the Committee** whose role is to summarise and record decisions on individual cases and to provide help and assistance to members of the public attending such meetings.



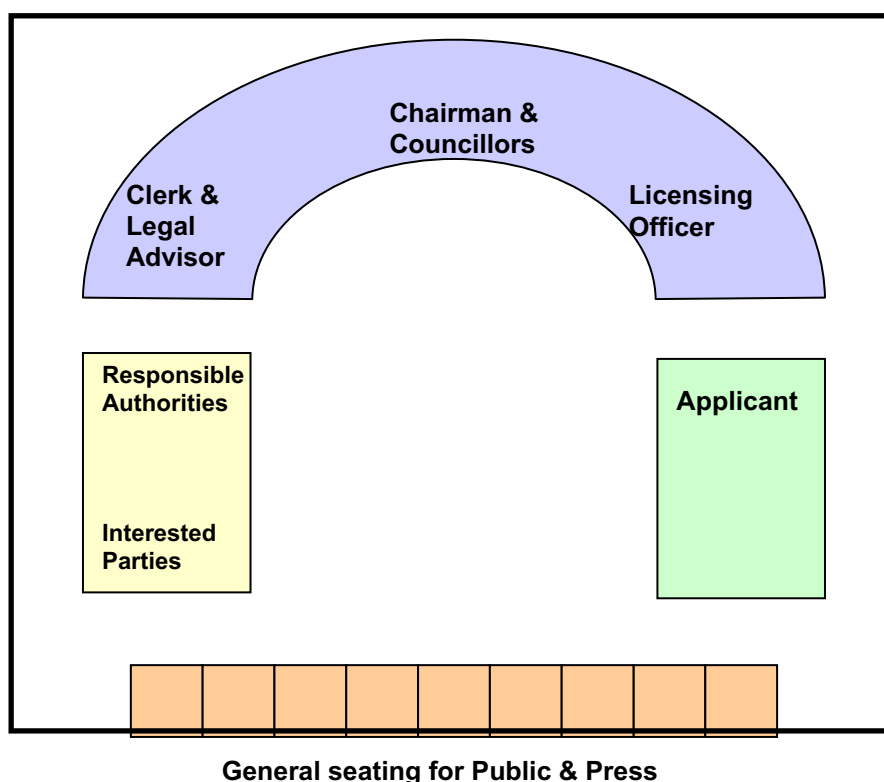
## 4. During the Hearing

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The procedure at the sub-committee hearing will, in general, be based on those used in a court of law. Although the strict rules of evidence will not apply, they will be observed to a great extent, because this is the best way of hearing the evidence from all parties. The hearing will take the form of a discussion led by the sub-committee councillors. The sub-committee will seek clarification on the issues from the parties as it considers appropriate.

### Where shall I sit at the hearing?

Once you have attended the procedural briefing, you will be directed into the relevant Committee Room. The set up of the room for those involved will generally be as shown below:



### In general, how will the hearing be conducted?

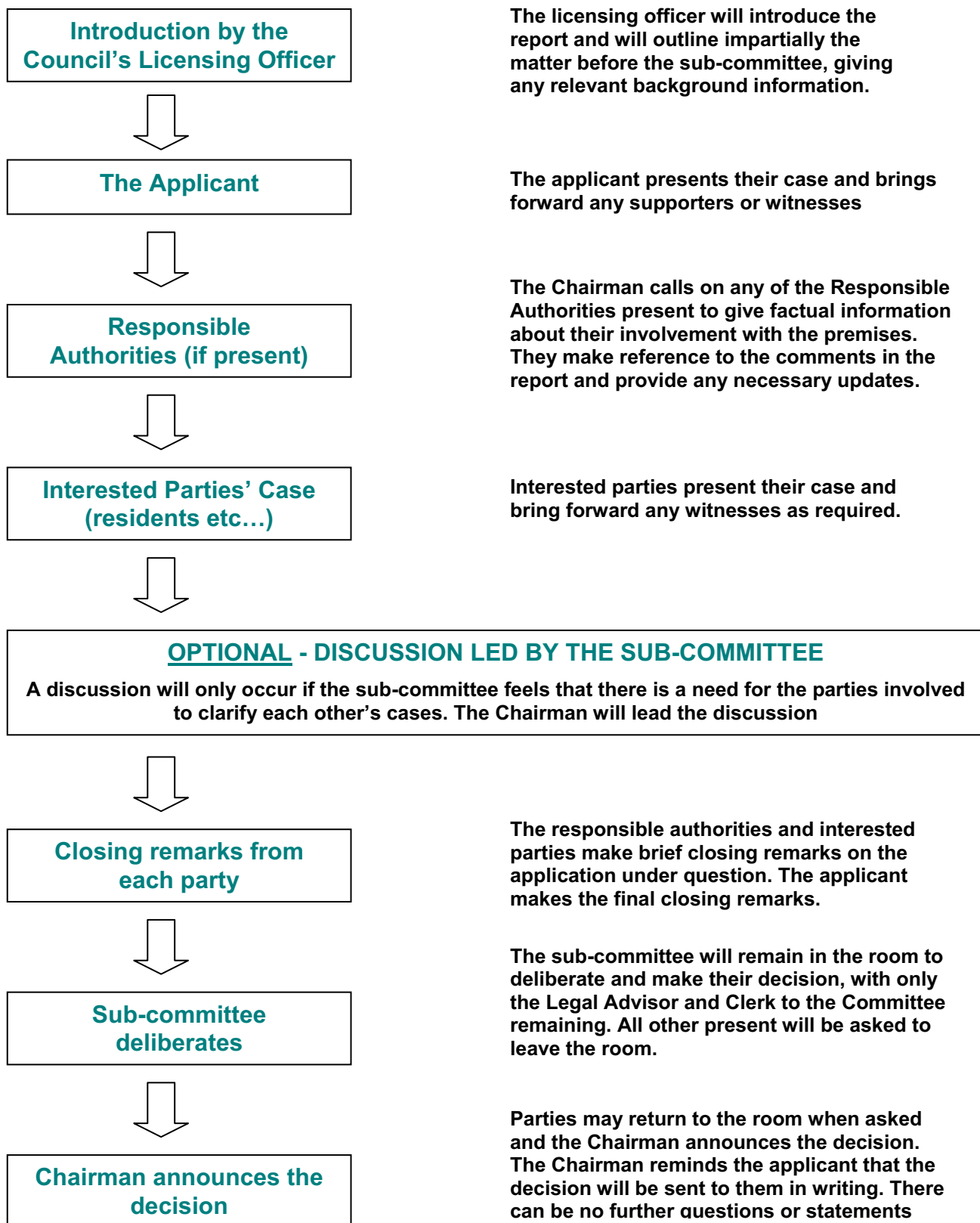
The procedure to be followed at the hearing will normally be as shown in the flow chart below, although all procedural matters will be subject to the discretion of the Chairman. All persons present will be requested to identify themselves and to give the reason for their presence. The sub-committee may consider any request from a party for another person to appear at the hearing as their representative.

It is important to note that cross-examination will not normally be permitted. Evidence, discussion and address must be relevant to the four licensing objectives. Repetition should also be avoided. The sub-committee will seek to prevent irrelevant and repetitive matters.

If, during its deliberations, the sub-committee considers that it is necessary for any person present at the hearing to provide further information or clarification on a particular point the hearing may be reconvened to deal with that issue. The sub-committee can also ask for procedural, technical or legal matter from officers present at any time during the proceedings.

## What is the order of proceedings?

The Chairman of the sub-committee will open the hearing by introducing the Councillors explaining the purpose of the proceedings and the general procedure. The Chairman will then check that there are no additions or alterations to the list of those appearing at the hearing, which will have been prepared in advance by the Clerk to the Committee and will then outline the procedure that will be followed for the remainder of the hearing. The procedure is as follows:



## **Can a Councillor sit on a sub-committee if the application is in their ward?**

Councillors who sit on a sub-committee are advised to take steps to minimise their involvement in any application prior to its consideration by the sub-committee so that decisions are seen to be reached at the hearing impartially and with an open mind. Councillors should not appear to be acting both as an advocate on behalf of their residents and as an adjudicator on an application.

If a Councillor on the sub-committee has already taken a view on an application in advance of the hearing, they should not be present for the hearing of the application and should leave the meeting room for that item. They should also not visit any premises under consideration prior to the hearing. In any cases of doubt, the Councillor should not sit on the sub-committee for a particular application. In this instance, a substitute Councillor may need to be found from the main Licensing committee of the Council or the hearing may continue as long as two of the three Councillors are still present.

The agenda papers will show which ward each Councillor sits for and the reports from the Council's Licensing Officer will detail which ward the application is in.

## **Can a ward Councillor make a representation and or speak at a hearing?**

If a ward Councillor, who does not sit on the sub-committee, wishes to make a formal objection to an application they may only do so if they make a written relevant representation as would apply to an Interested Party and in the same way as any other member of the public using the procedures outlined in this protocol. If the ward Councillor believes they have a personal or prejudicial interest in the application, they may still submit a relevant representation.

Ward Councillors, who do not sit on the sub-committee, may also speak at a sub-committee hearing in support or against an application, for example on behalf of their constituents without notice. They may also speak as an advocate or witness on behalf of the applicant or an Interested Party, even if they believe they have a personal or prejudicial interest. However, for the purposes of transparency, at the hearing, the ward Councillor should disclose what their personal or prejudicial interest is and whether they have been in contact with the applicant, agent, Interested Party or responsible authority beforehand or have visited the premises concerned.

Ward Councillors making either a written relevant representation or wish to speak at a hearing should not communicate about the application before the hearing with any Councillors who sit on the sub-committee. This is so the sub-committee makes their decision with an open mind.

## **What power does the Chairman have to control the meeting?**

Under the Licensing act 2003, the Chairman may require any person attending the hearing who is behaving in a disruptive manner to leave the hearing and may refuse to permit that person to return or may permit the person to return only on such conditions as he or she may specify.

## **How will the sub-committee make its final decision?**

Once the sub-committee has heard from officers and the parties to the hearing and has had answers to its questions, the sub-committee will usually withdraw to make its decision on the application. The sub-committee must disregard any information given or evidence produced by

a party or witness, which is not relevant to the application, representations or notice or the promotion of the licensing objectives.

Members of the sub-committee have a duty to behave impartially, not to predetermine the issue and not to discuss matters with press or residents. In making its decision the sub-committee must state in respect of premises licences why refusal or attachment of conditions is necessary in order to promote a particular licensing objective, and in respect of all other applications the reasons why applications are refused or revoked, taking into account the evidence presented by all parties during the hearing.

## 5. After the Hearing

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### **When will we get formal notice of the decision?**

The Chairman will normally announce the Sub-committee's decision in public at the end of the hearing and the reasons for the sub-committee's decision. This decision will then be communicated in writing to the parties as soon as possible after the hearing.

The Council's Legal Advisor will send applicants a decision letter shortly after the meeting outlining the decision and any conditions that are attached to the application. In addition, a letter will be sent to all those who made relevant written representations in connection with the application. This will confirm the decision made; any conditions attached to an approval or the reasons for refusal. Details of the respective appeal rights will also be sent with this notice.

The minutes of the meeting will be made available on the Council's website at:  
[www.hillingdon.gov.uk](http://www.hillingdon.gov.uk)

### **Can we appeal against the decision?**

Following the decision, the applicant or any person who has made a relevant representation in respect of a particular application can appeal to the Magistrates Court.

### **How can I find out about other applications in my area?**

Applicants for new premises licences and club premises certificates; applications for provisional statements and applications for variations of existing premises licences or club premises certificates must display a notice on the premises and advertise the application in a local newspaper.

All applications once they are lodged will be available for viewing on Hillingdon Council's website at [www.hillingdon.gov.uk](http://www.hillingdon.gov.uk) and in the Civic Centre Offices by appointment with the Licensing Service during working hours.

## Appendix

### 1. Time limits for an interested party or a responsible authority to make representations

	<b>Provision</b>	<b>Period of time within which representations must be made.</b>
1.	(a) in the case of a review of a premises licence following a closure order	At any time up to and including seven days starting on the day after the day on which the authority received the notice under section 165(4) in relation to the closure order and any extension to it
2.	(b) In any other case for a premises licence / club certificate applications.	At any time during a period of 28 consecutive days starting on the day after the day on which the application to which it relates was given to the authority by the applicant.
3.	Chief officer of Police giving an objection notice in regard to a personal licence application.	Within 14 days beginning with the day he received notice under subsection (2)
4.	Chief officer of Police giving an objection notice in regard to an e application to vary licence to specify individual as premises supervisor	Within 14 days beginning with the day he is notified of the application under subsection (4)
5.	Chief officer of Police giving a counter notice in regard to a temporary event or an interim authority notice	No later than 48 hours after the chief officer of police is given a copy of the notice.

### 2. Period within which hearings should be held

	<b>Provision under which hearing is held.</b>	<b>Period of time within which hearing must be commenced.</b>
1.	Section 18(3)(a) (determination of application for premises licence).	20 working days beginning with the day after the end of the period during which representations may be made as prescribed under section 17(5)(c).
2.	Section 31(3)(a) (determination of application for a provisional statement).	20 working days beginning with the day after the end of the period during which representations may be made as prescribed under section 17(5)(c) by virtue of section 30.
3.	Section 35(3)(a) (determination of application to vary premises licence).	20 working days beginning with the day after the end of the period during which representations may be made as prescribed under section 17(5)(c) by virtue of section 34(5).
4.	Section 39(3)(a) (determination of application to vary premises licence to specify individual as premises supervisor).	20 working days beginning with the day after the end of the period within which a chief officer of police may give notice under section 37(5).
5.	Section 44(5)(a) (determination of application for transfer of premises licence).	20 working days beginning with the day after the end of the period within which a chief officer of police may give notice under section 42(6).
6.	Section 48(3)(a) (cancellation of interim authority notice following police objection).	5 working days beginning with the day after the end of the period within which a chief officer of police may give notice under section 48(2).

## Appendix

	<b>Provision under which hearing is held.</b>	<b>Period of time within which hearing must be commenced.</b>
7.	Section 52(2) (determination of application for review of premises licence).	20 working days beginning with the day after the end of the period during which representations may be made as prescribed under section 51(3)(c).
8.	Section 72(3)(a) (determination of application for club premises certificate).	20 working days beginning with the day after the end of the period during which representations may be made as prescribed under section 71(6)(c).
9.	Section 85(3) (determination of application to vary club premises certificate).	20 working days beginning with the day after the end of the period during which representations may be made as prescribed under section 71(6)(c) by virtue of section 84(4).
10.	Section 88(2) (determination of application for review of club premises certificate).	20 working days beginning with the day after the end of the period during which representations may be made as prescribed under section 87(3)(c).
11.	Section 105(2)(a) (counter notice following police objection to temporary event notice).	7 working days beginning with the day after the end of the period within which a chief officer of police may give a notice under section 104(2).
12.	Section 120(7)(a) (determination of application for grant of personal licence).	20 working days beginning with the day after the end of the period within which the chief officer of police may give a notice under section 120(5).
13.	Section 121(6)(a) (determination of application for the renewal of personal licence).	20 working days beginning with the day after the end of the period within which the chief officer of police may give a notice under section 121(3).
14.	Section 124(4)(a) (convictions coming to light after grant or renewal of personal licence).	20 working days beginning with the day after the end of the period within which the chief officer of police may give a notice under section 124(3).
15.	Section 167(5)(a) (review of premises licence following closure order).	10 working days beginning with the day after the day the relevant licensing authority receives the notice given under section 165(4).
16.	Paragraph 4(3)(a) of Schedule 8 (determination of application for conversion of existing licence).	10 working days beginning with the day after the end of the period within which a chief officer of police may give a notice under paragraph 3(2) or (3) of Schedule 8.
17.	Paragraph 16(3)(a) of Schedule 8 (determination of application for conversion of existing club certificate).	10 working days beginning with the day after the end of the period within which a chief officer of police may give a notice under paragraph 15(2) or (3) of Schedule 8.
18.	Paragraph 26(3)(a) of Schedule 8 (determination of application by holder of a justices' licence for grant of personal licence).	10 working days beginning with the day after the end of the period within which the chief officer of police may give a notice under paragraph 25(2) of Schedule 8.

### 3. Hearing Notice Periods

	<b>Provision under which hearing is held.</b>	<b>Notice of hearing shall be given</b>
1.	Section 48(3)(a) (cancellation of interim authority notice following police objection),	No later than two working days before the day or the first day on which the hearing is to be held.
2.	Section 105(2)(a) (counter notice following police objection to temporary event notice).	No later than two working days before the day or the first day on which the hearing is to be held
3.	Section 167(5)(a) (review of premises licence following closure order)	No later than five working days before the day or the first day on which the hearing is to be held
4.	Paragraph 4(3)(a) of Schedule 8 (determination of application for conversion of existing licence)	No later than five working days before the day or the first day on which the hearing is to be held
5.	Paragraph 16(3)(a) of Schedule 8 (determination of application for conversion of existing club certificate)	No later than five working days before the day or the first day on which the hearing is to be held
6.	Paragraph 26(3)(a) of Schedule 8 (determination of application by holder of justices' licence for grant of personal licence)	No later than five working days before the day or the first day on which the hearing is to be held

### 4. Action period following receipt of notice of hearing

<b>Provision under which hearing is held.</b>	<b>Notice by a party shall be given</b>
Section 48(3)(a) (cancellation of interim authority notice following police objection),	No later than one working day before the day or the first day on which the hearing is to be held.
Section 105(2)(a) (counter notice following police objection to temporary event notice)).	No later than one working day before the day or the first day on which the hearing is to be held.
Section 167(5)(a) (review of premises licence following closure order)	No later than two working days before the day or the first day on which the hearing is to be held.
Paragraph 4(3)(a) of Schedule 8 (determination of application for conversion of existing licence)	No later than two working days before the day or the first day on which the hearing is to be held.
Paragraph 16(3)(a) of Schedule 8 (determination of application for conversion of existing club certificate)	No later than two working days before the day or the first day on which the hearing is to be held.

## Appendix

Provision under which hearing is held.	Notice by a party shall be given
Paragraph 26(3)(a) of Schedule 8 (determination of application by holder of justices' licence for grant of personal licence)	No later than two working days before the day or the first day on which the hearing is to be held.
In any other case	No later than five working days before the day or the first day on which the hearing is to be held.
A party who wishes to withdraw any representations they have made may do so	(a) by giving notice to the authority no later than 24 hours before the day or the first day on which the hearing is to be held; or (b) orally at the hearing



## APPLICATION FOR A VARIATION OF A PREMISES LICENCE

<b>Committee</b>	Licensing Sub-Committee	
<b>Officer Contact</b>	Sharon Garner	01895 277230
<b>Papers with report</b>	<ul style="list-style-type: none"> <li>Appendix 1 – copy of application form</li> <li>Appendix 2 – copy of Premises Licence</li> <li>Appendix 3 – copy of representation from Metropolitan Police</li> <li>Appendix 4 – copy of representation from Environmental Protection Unit</li> <li>Appendix 5 – list of responsible authorities</li> <li>Appendix 6 – map of area</li> <li>Appendix 7 – photographs of the premises</li> </ul>	
<b>Ward(s) affected</b>	Manor	

### SUMMARY

To consider representations from the Metropolitan Police and the Council's Environmental Protection Unit in respect of an application for a variation of a premises licence to **Rajdoot Tandoori Restaurant, Windmill Hill, Ruislip Manor**. The application is to extend the layout of the premises, to increase the number of persons permitted in the premises, to permit the selling of alcohol without being ancillary to a meal and to extend the hours for all licensable activities.

### RECOMMENDATION

**That the Licensing Sub-Committee determine the application.**

### INFORMATION

1.0 An application for a variation of a premises licence was received on 14<sup>th</sup> May 2010 from Mr Alan Golding on behalf of Rowvale Limited t/a Rajdoot Tandoori Restaurant, 59 Windmill Hill, Ruislip Manor, HA4 8PU. The variation being:

To extend the restaurant into the premises next door.

To provide regulated entertainment for customers taking table meals.

To increase the capacity figure from 52 to 120.

To remove the condition that alcohol shall only be sold to persons taking table meals in the premises and when ancillary to the meal.

To provide regulated entertainment, sale of alcohol and provision of late night refreshment at the hours stated below:

***Provision of regulated entertainment for live music, recorded music, performances of dance and anything of a similar description.***

***Provision of entertainment facilities for making music, dancing and anything of a similar description.***

***Sale by retail of alcohol.***

**From 11.00 hours until 03.00 hours the following day, everyday.**

**From 11.00 hours on New Years Eve until the commencement of business on New Years Day.**

***Provision of late night refreshment***

**From 23.00 hours until 03.30 hours the following day, everyday.**

**From 23.00 hours on New Years Eve until 05.00 hours on New Years Day.**

A copy of the application form is annexed to this report as **Appendix 1**.

A copy of the current Premises Licence for Rajdoot Tandoori Restaurant is annexed to this report as **Appendix 2**.

- 1.1 The application was advertised in accordance with the standard procedures required by the Licensing Act 2003.
- 1.2 In accordance with the legislation, the applicant is required to send copies of the application to the responsible authorities being:
  - The Metropolitan Police Service
  - London Fire & Emergency Planning Authority
  - Child Protection Service, LBH
  - Commercial Premises Service, LBH
  - Environmental Protection Unit, LBH
  - Trading Standards Service, LBH
  - Planning Service, LBH

**(See Appendix 5 for full details)**

One representation (annexed to this report as **Appendix 3**) was received from the Metropolitan Police Service under the licensing objectives of Prevention of Crime and Disorder, Public Safety and Prevention of Public Nuisance.

One representation (annexed to this report as **Appendix 4**) was received from the Environmental Protection Unit under the licensing objective of Prevention of Public Nuisance.

- 1.3 The period for consultation and the making of representations in respect of this application expired on 11<sup>th</sup> June 2010.

1.4 **The following conditions have been offered by the applicant in the operating schedule in addition to the conditions currently on the premises licence and will be imposed as conditions on any premises licence granted:-**

The maximum number of persons in the premises shall not exceed 120.

1.5 **General Information**

- The premises is currently a single shop unit, brick built with single glazing.
- The proposed variation of the restaurant will extend it into the adjacent shop unit
- There are residential premises above the restaurant.
- It is unknown at this stage is if the premises will be fitted with air conditioning and mechanical ventilation and double glazing.

**FINANCIAL IMPLICATIONS**

2.0 Members should be aware that the Planning, Environment and Community Services does not have a budget provision for costs, should the applicant be successful in appealing to the Court(s) against a decision of the Council. In the event that a Court was to uphold an appeal, officers would need to identify how the costs would be funded before action could be taken in order to comply with Council financial policy.

**LEGAL IMPLICATIONS**

**Principles for making the determination**

3.0 The general principle is that applications for Premises Licence applications must be granted unless relevant representations are received. This is subject to the proviso that the applicant has complied with regulations in advertising and submitting the application.

3.1 Relevant representations are those which:-

- Are about the effect of the granting of the application on the promotion of the licensing objectives
- Are made by an interested party or responsible authority
- Have not been withdrawn
- Are not, in the opinion of the relevant licensing authority, frivolous or vexatious.

The four licensing objectives are :

- a. The prevention of crime and disorder;**
- b. Public safety;**
- c. The prevention of nuisance; and**
- d. The protection of children from harm.**

Members should note that each objective is of equal importance. There are no other

licensing objectives, and the four objectives are paramount considerations at all times.

- 3.2 The Licensing Sub-Committee must also consider the London Borough of Hillingdon's Licensing policy when deciding whether or not to grant the application. The terms of the Statement of Licensing Policy are highly persuasive, but not binding, on the Licensing Sub-Committee. The Licensing Sub-Committee may depart from the guidance contained in the Statement of Licensing Policy if it considers there are clear and convincing reasons to do so.

Where there is a conflict between the Licensing Act 2003 and the Statement of Licensing Policy, the Licensing Act must prevail.

- 3.3 Members are required to have regard to the DCMS Guidance in carrying out the functions of licensing authority. However, guidance does not cover every possible situation, so long as the guidance has been properly and carefully understood, members may depart from it if they have reason to do so. Full reasons must be given if this is the case

- 3.4 When relevant representations are received then the Sub-Committee must have regard to them. Representations based on commercial reasons or moral grounds are not in themselves relevant representations. For example, a representation from a restaurant owner that the grant of a variation of a premises licence to another restaurant to allow such performances of dance will take customers away from his/her premises is not a relevant representation.

- 3.5 The Licensing Sub-Committee can attach a "weight" to any relevant representations, such factors that could influence the "weight" to be placed on a representation could include:-

- Whether the representation can be clearly related to any one of the four licensing objectives;
- Whether the representation concerns matters over which the applicant is able to exercise control;
- Whether the representation is based on "hearsay" evidence;
- Whether the representation is supported by firm evidence;
- Whether the person making the representation has attended the hearing in person.

- 3.6 Having considered all relevant representations, and having taken into account the promotion of the licensing objectives, a decision can be taken:-

- To grant the licence, subject to the mandatory conditions and conditions consistent with the operating schedule;
- To impose additional relevant conditions to such an extent as is considered necessary for the promotion of the licensing objectives;
- To exclude any of the licensable activities to which the application relates
- To amend the times for all or some of the licensable activities;
- To refuse to specify a person in the licence as the premises supervisor
- To reject the application

## Conditions

- 3.7 Conditions will not be necessary if they duplicate a current statutory requirement.

Members are also referred to the DCMS guidance on conditions, specifically section 10 and Annex D.

The Statutory Guidance states that only necessary, proportionate and enforceable conditions, which promote one or more of the licensing objectives, should be attached to the licence if it is granted (paragraph 10.11).

The Licensing Authority may therefore only impose such conditions as are necessary to promote the licensing objectives arising out of the consideration of the representations (paragraph 10.11), and should avoid straying into undisputed areas (paragraph 10.12).

Statutory Guidance also states that the pool of conditions that are supplied by the Secretary of State should not be applied universally irrespective of particular circumstances, but may be used as examples that can be tailored to suit individual premises and particular situations.

## Reasons

- 3.8 If the Sub-Committee determines that it is necessary to modify the conditions, or to refuse the application for a variation of a Premises Licence application, it must give reasons for its decision.

## The Role of the Licensing Sub-Committee

- 3.9 Sub-Committee members will note that, in relation to this application, the Council has multiple roles. Council officers from various departments have been asked to consider the application from the perspective of the Council as authority responsible respectively for environmental health, child protection, trading standards, health and safety and as the planning authority.
- 3.10 Members should note that the Licensing Sub-Committee is meeting on this occasion solely to **perform the role of licensing authority**. The Sub-Committee sits in quasi-judicial capacity, and must act impartially. It must offer a fair and unbiased hearing of the application. In this case, Members should disregard the Council's broader policy objectives and role as statutory authority in other contexts. Members must direct themselves to making a determination solely based upon the Licensing Law, Guidance and the Council's Statement of Licensing Policy.
- 3.11 As a quasi-judicial body the Licensing Sub-Committee is required to consider the application on its merits. The Sub-Committee must take into account only relevant factors, and ignore irrelevant factors. The decision must be based on evidence, that is to say material, which tends logically to show the existence or non-existence of relevant facts, the occurrence of which would be relevant.

- 3.12 The Licensing Sub-Committee must give fair consideration to the contentions of all persons entitled to make representations to them.
- 3.13 The Licensing Sub-Committee is entitled to consider events outside of the premises if they are relevant, i.e. are properly attributable to the premises being open. The proprietors do not have to be personally responsible for the incidents for the same to be relevant. However, if such events are not properly attributable to the premises being open, then the evidence is not relevant and should be excluded. Guidance is that the licensing authority will primarily focus on the direct impact of the activities taking place at the licensed premises on members of the public, living, working or engaged in normal activity in the area concerned.
- 3.14 The Sub-Committee can only consider matters within the application that have been raised through representations from interested parties and responsible authorities. Interested parties must live in the vicinity of the premises. This will be decided on a case to case basis.
- 3.15 Under the Human Rights Act 1998, the Sub-Committee needs to consider the balance between the rights of the applicant and those making representations to the application when making their decision. The Sub-Committee has a duty under section 17 Crime and Disorder Act 1998 when making its decision to do all it can to prevent crime and disorder in the Borough.
- 3.16 Interested Parties, Responsible Authorities and the applicant have the right to appeal the decision of the Sub-Committee to the Magistrates' Court within a period of 21 days beginning with the day on which the applicant was notified by the licensing authority of the decision to be appealed against.

### List of Representations

	Prevention of Crime & Disorder	Public Safety	Prevention of Public Nuisance	Protection of Children from Harm
Sgt Ian Meens Metropolitan Police Service	X	X	X	
Paul Connor, Environmental Protection Unit			X	

### RELEVANT DOCUMENTS

- Appendix 1 – copy of application form
- Appendix 2 – copy of Premises Licence
- Appendix 3 – copy representation from Metropolitan Police
- Appendix 4 – copy of representation Environmental Protection Unit
- Appendix 5 – list of responsible authorities

- Appendix 6 – map of area
- Appendix 7 – photographs of the premises

## **BACKGROUND DOCUMENTS**

The Licensing Act 2003

Guidance under Section 182 of the Licensing Act 2003

The Council's Statement of Licensing Policy

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APPENDIX ①



# Application to vary a premises licence under the Licensing Act 2003

Reference number:

(1) To Licensing Service, London Borough of Hillingdon  
Civic Centre, Uxbridge UB8 1UW

### 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

(2) I/we ROWVALE LTD T/A RAJDOOT TANDOORI RESTAURANT

being the premises licence holder, apply to vary  
a premises licence under section 34 of the Licensing Act 2003 for the premises described in  
Part 1 below

Premises licence number 108/05

### Part 1 - Premises details

Postal address of premises or, if none, Ordnance Survey map reference or description <u>RAJDOOT TANDOORI RESTAURANT 59 WINDMILL HILL</u>	
Post town <u>RUISLIP</u>	Postcode <u>HA4 8PU.</u>

Telephone number at premises (if any) 01895 675284

Non-domestic rateable value of premises £ 8400 AT PRESENT

### Part 2 - Applicant details

Daytime contact telephone number 01895 675284

E-mail address (optional)

Current postal address if different from premises address <u>ROWVALE LTD T/A RAJDOOT TANDOORI RESTAURANT 59 WINDMILL HILL</u>	
Post town <u>RUISLIP</u>	Postcode <u>HA4 8PU.</u>

(1) Insert name and address of relevant licensing authority and its reference number (optional)  
(2) Insert name(s) of applicant COMPANY REG NO 6591550

**Part 3 - Variation**

Please tick  yes

Do you want the proposed variation to have effect as soon as possible?

If not do you want the variation to take effect from

Day	Month	Year

Please describe briefly the nature of the proposed variation (Please read guidance note 1)

EXTEND RESTAURANT INTO NEXT DOOR PREMISES  
REGULATED ENTERTAINMENT FOR CUSTOMERS TAKING  
TABLE MEALS

INCREASE MAXIMUM NUMBER OF PERSONS TO 120.

PERMIT DRINKS WITHOUT MEAL.

EXTEND HOURS

IF AS FITTED DRAWING WILL BE SUPPLIED PRIOR  
TO LICENCE ISSUE. - FIRE SAFETY.

If your proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend

--

## Part 4 - Operating Schedule

Please complete those parts of the Operating Schedule below which would be subject to change if this application to vary is successful.

### Provision of regulated entertainment

Please tick  yes

- |  |                                     |
|--|-------------------------------------|
| a) plays (if ticking yes, fill in box A)   | <input type="checkbox"/>            |
| b) films (if ticking yes, fill in box B)   | <input type="checkbox"/>            |
| c) indoor sporting events (if ticking yes, fill in box C)  | <input type="checkbox"/>            |
| d) boxing or wrestling entertainment (if ticking yes, fill in box D)   | <input type="checkbox"/>            |
| e) live music (if ticking yes, fill in box E)  | <input checked="" type="checkbox"/> |
| f) recorded music (if ticking yes, fill in box F)  | <input checked="" type="checkbox"/> |
| g) performances of dance (if ticking yes, fill in box G)   | <input checked="" type="checkbox"/> |
| h) anything of a similar description to that falling within (e), (f) or (g)<br>(if ticking yes, fill in box H) | <input checked="" type="checkbox"/> |

### Provision of entertainment facilities for:

- |  |                                     |
|--|-------------------------------------|
| i) making music (if ticking yes, fill in box I)  | <input checked="" type="checkbox"/> |
| j) dancing (if ticking yes, fill in box J)   | <input checked="" type="checkbox"/> |
| k) entertainment of a similar description to that falling within (i) or (j)<br>(if ticking yes, fill in box K) | <input checked="" type="checkbox"/> |

Provision of late night refreshment (if ticking yes, fill in box L)

Sale by retail of alcohol (if ticking yes, fill in box M)

In all cases complete boxes N, O and P

**A**

<b>Plays</b> Standard days and timings (please read guidance note 6)			Will the performance of a play take place indoors or outdoors or both - please tick <input checked="" type="checkbox"/> (please read guidance note 2)  Indoors <input type="checkbox"/> Outdoors <input type="checkbox"/> Both <input type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>	Please give further details here (please read guidance note 3)
Mon			
			State any seasonal variations for performing plays (please read guidance note 4)
Tue			
			Non-standard timings. Where you intend to use the premises for the performance of plays at different times from those listed in the column on the left, please list (please read guidance note 5)
Wed			
Thur			
Fri			
Sat			
Sun			

**B**

<b>Films</b> Standard days and timings (please read guidance note 6)			Will the exhibition of films take place indoors or outdoors or both - please tick <input checked="" type="checkbox"/> (please read guidance note 2)  Indoors <input type="checkbox"/> Outdoors <input type="checkbox"/> Both <input type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>	Please give further details here (please read guidance note 3)
Mon			
			State any seasonal variations for the exhibition of films (please read guidance note 4)
Tue			
			Non-standard timings. Where you intend to use the premises for the exhibition of films at different times from those listed in the column on the left, please list (please read guidance note 5)
Wed			
Thur			
Fri			
Sat			
Sun			

**C**

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 6)			Please give further details here (please read guidance note 3)
Day	Start	Finish	
Mon			State any seasonal variations for indoor sporting events (please read guidance note 4)
Tue			
Wed			
Thur			Non-standard timings. Where you intend to use the premises for indoor sporting events at different times from those listed in the column on the left, please list (please read guidance note 5)
Fri			
Sat			
Sun			

**D**

<b>Boxing or wrestling entertainments</b> Standard days and timings (please read guidance note 6)			Will the boxing or wrestling entertainment take place indoors or outdoors or both - please tick <input checked="" type="checkbox"/> (please read guidance note 2)		
Day	Start	Finish	Indoors	Outdoors	Both
Mon			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tue			Please give further details here (please read guidance note 3)		
Wed			State any seasonal variations for boxing or wrestling entertainment (please read guidance note 4)		
Thur			Non-standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times from those listed in the column on the left, please list (please read guidance note 5)		
Fri					
Sat					
Sun					

**E**

<b>Live music</b>			Will the performance of live music take place indoors or outdoors or both - please tick <input checked="" type="checkbox"/> (please read guidance note 2)
Standard days and timings (please read guidance note 6)			
Day	Start	Finish	Indoors <input checked="" type="checkbox"/> Outdoors <input type="checkbox"/> Both <input type="checkbox"/>
Mon	1100	0300	Please give further details here (please read guidance note 3)
Tue	1100	0300	
Wed	1100	0300	State any seasonal variations for the performance of live music (please read guidance note 4)
Thur	1100	0300	
Fri	1100	0300	Non-standard timings. Where you intend to use the premises for the performance of live music at different times from those listed in the column on the left, please list (please read guidance note 5)
Sat	1100	0300	
Sun	1100	0300	

*As Box M*

**F**

<b>Recorded music</b>			Will the playing of recorded music take place indoors or outdoors or both - please tick <input checked="" type="checkbox"/> (please read guidance note 2)
Standard days and timings (please read guidance note 6)			
Day	Start	Finish	Indoors <input checked="" type="checkbox"/> Outdoors <input type="checkbox"/> Both <input type="checkbox"/>
Mon	1100	0300	Please give further details here (please read guidance note 3)
Tue	1100	0300	
Wed	1100	0300	State any seasonal variations for the playing of recorded music (please read guidance note 4)
Thur	1100	0300	
Fri	1100	0300	Non-standard timings. Where you intend to use the premises for the playing of recorded music at different times from those listed in the column on the left, please list (please read guidance note 5)
Sat	1100	0300	
Sun	1100	0300	

*As Box M*

**G**

<b>Performances of dance</b> Standard days and timings (please read guidance note 6)			Will the performance of dance take place indoors or outdoors or both - please tick <input checked="" type="checkbox"/> (please read guidance note 2)
Day	Start	Finish	Indoors <input checked="" type="checkbox"/> Outdoors <input type="checkbox"/> Both <input type="checkbox"/>
Mon	1100	0300	Please give further details here (please read guidance note 3)
Tue	1100	0300	
Wed	1100	0300	State any seasonal variations for the performance of dance (please read guidance note 4)
Thur	1100	0300	
Fri	1100	0300	Non-standard timings. Where you intend to use the premises for the performance of dance at different times from those listed in the column on the left, please list (please read guidance note 5)
Sat	1100	0300	
Sun	1100	0300	

*AS Box M*

**H**

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 6)			Please give a description of the type of entertainment you will be providing
Day	Start	Finish	Will this entertainment take place indoors or outdoors or both - please tick <input checked="" type="checkbox"/> (please read guidance note 2)
Mon	1100	0300	Indoors <input checked="" type="checkbox"/> Outdoors <input type="checkbox"/> Both <input type="checkbox"/>
Tue	1100	0300	Please give further details here (please read guidance note 3)
Wed	1100	0300	
Thur	1100	0300	State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 4)
Fri	1100	0300	
Sat	1100	0300	Non-standard timings. Where you intend to use the premises for entertainment of a similar description to that falling within (e), (f) or (g) at different times from those listed in the column on the left, please list (please read guidance note 5)
Sun	1100	0300	

*AS Box M*

<b>Provision of facilities for making music</b>			Please give a description of the facilities for making music you will be providing  <i>(m)</i>
Standard days and timings (please read guidance note 6)			Will the facilities for making music be indoors or outdoors or both - please tick <input checked="" type="checkbox"/> (please read guidance note 2)
Day	Start	Finish	Indoors <input checked="" type="checkbox"/> Outdoors <input type="checkbox"/> Both <input type="checkbox"/>
Mon	1100	0300	Please give further details here (please read guidance note 3)
Tue	1100	0300	
Wed	1100	0300	State any seasonal variations for the provision of facilities for making music (please read guidance note 4)
Thur	1100	0300	
Fri	1100	0300	Non-standard timings. Where you intend to use the premises for provision of facilities for making music entertainment at different times from those listed in the column on the left, please list (please read guidance note 5)
Sat	1100	0300	
Sun	1100	0300	

*As Box M*

**J**

<b>Provision of facilities for dancing</b>			Please give a description of the facilities for dancing you will be providing
Standard days and timings (please read guidance note 6)			Will the facilities for dancing be indoors or outdoors or both - please tick <input checked="" type="checkbox"/> (please read guidance note 2)
Day	Start	Finish	Indoors <input checked="" type="checkbox"/> Outdoors <input type="checkbox"/> Both <input type="checkbox"/>
Mon	1100	0300	Please give further details here (please read guidance note 3)
Tue	1100	0300	
Wed	1100	0300	State any seasonal variations for providing dancing facilities (please read guidance note 4)
Thur	1100	0300	
Fri	1100	0300	Non-standard timings. Where you intend to use the premises for the provision of facilities for dancing at different times from those listed in the column on the left, please list (please read guidance note 5)
Sat	1100	0300	
Sun	1100	0300	

*As Box M*



**K**

**Provision of facilities for entertainment of a similar description to that falling within I or J**

Standard days and timings  
(please read guidance note 6)

Day	Start	Finish
Mon	1100	0300
Tue	1100	0300
Wed	1100	0300
Thur	1100	0300
Fri	1100	0300
Sat	1100	0300
Sun	1100	0300

Please give a description of the type of entertainment facility you will be providing

Will the entertainment facility be indoors or outdoors or both

- please tick  (please read guidance note 2)

Indoors

Outdoors

Both

Please give further details here (please read guidance note 3)

State any seasonal variations for the provision of the facilities for entertainment of a similar description to that falling within I or J (please read guidance note 4)

As Box M

Non-standard timings. Where you intend to use the premises for the provision of facilities for entertainment of a similar description to that falling within I or J at different times from those listed in the column on the left, please list (please read guidance note 5)

<b>Late night refreshment</b> Standard days and timings (please read guidance note 6)			Will the provision of late night refreshment take place indoors or outdoors or both - please tick <input checked="" type="checkbox"/> (please read guidance note 2)
			Indoors <input checked="" type="checkbox"/> Outdoors <input type="checkbox"/> Both <input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3)
Mon	2300	0330	
Tue	2300	0330	State any seasonal variations for the provision of late night refreshment (please read guidance note 4)
Wed	2300	0330	
Thur	2300	0330	AS BOX M
Fri	2300	0330	
Sat	2300	0330	Non-standard timings. Where you intend to use the premises for the provision of late night refreshment at different times from those listed in the column on the left, please list (please read guidance note 5)
Sun	2300	0330	

**M**

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 6)			Will the sale of alcohol be for consumption - please tick box <input checked="" type="checkbox"/> (please read guidance note 7)
			On the premises <input type="checkbox"/> Off the premises <input type="checkbox"/> Both <input checked="" type="checkbox"/>
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 4)
Mon	1100	0300	
Tue	1100	0300	RETAIN NEW YEAR EVE 1100 TO 1100 NEW YEAR DAY THEN NORMAL DAY TIME
Wed	1100	0300	
Thur	1100	0300	Non-standard timings. Where you intend to use the premises for the supply of alcohol at different times from those listed in the column on the left, please list (please read guidance note 5)
Fri	1100	0300	
Sat	1100	0300	
Sun	1100	0300	

**N**

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 8)

*No ADULT ENTERTAINMENT*

**O**

**Hours premises are open to the public**

Standard days and timings  
(please read guidance note 6)

Day	Start	Finish
Mon	1100	0330-
Tue	1100	0330
Wed	1100	0330
Thur	1100	0330
Fri	1100	0330
Sat	1100	0330
Sun	1100	0330-

State any seasonal variation (please read guidance note 4)

*NEW YEAR EVE 1100 TO 1100 NEW YEAR DAY  
THEN NORMAL DAY TIME*

Non-standard timings. Where you intend to use the premises to be open to the public at different times from those listed in the column on the left, please list (please read guidance note 5)

Please identify those conditions currently imposed on the licence which you believe could be removed as a consequence of the proposed variation you are seeking

① CONDITION FROM 1964 ACT IE GOOD FRIDAY ETC.

② MAXIMUM NUMBER OF PERSONS 52 TO BE INCREASED TO 120.

③ REMOVAL OF ALCOHOL ONLY TO BE SOLD TO PERSONS TAKING TABLE MEALS IN PREMISES

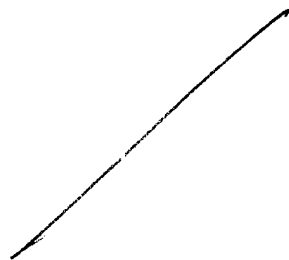
Please tick  yes

I have enclosed the premises licence

I have enclosed the relevant part of the premises licence

If you have not ticked one of these boxes please fill in reasons for not including the licence, or part of it, below

Reasons why I have failed to enclose the premises licence or relevant part of the premises licence



**P** Describe any additional steps you intend to take to promote the four licensing objectives as a result of the proposed variation:

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

b) The prevention of crime and disorder

c) Public safety

THE MAXIMUM NUMBER OF PERSON IN THE PREMISES SHALL NOT EXCEED 120.

d) The prevention of public nuisance

e) The protection of children from harm

Please tick  yes

- I have made or enclosed payment of the fee
- I have sent copies of this application and the plan to responsible authorities and others where applicable
- I understand that I must now advertise my application
- I have enclosed the premises licence or relevant part of it or explanation
- I understand that if I do not comply with the above requirements my application will be rejected

**IT IS AN OFFENCE, LIABLE ON CONVICTION TO A FINE UP TO 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 5 - Signatures** (please read guidance note 10)

Signature of applicant (the current premises licence holder) or applicant's solicitor or other duly authorised agent. (please read guidance note 11)  
If signing on behalf of the applicant please state in what capacity.

Signature *[Handwritten Signature]*

Date *12/10/2010.*

Capacity *Agent*

Where the premises licence is jointly held signature of 2nd applicant (the current premises licence holder) or 2nd 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 address for correspondence associated with this application. (please read guidance note 12)

*008*

Do you prefer us to correspond with you by e-mail. \_\_\_\_\_



PREMISES LICENCE

Ref: SG/48/LBH

Premises Licence Number: 108/05

This Premises Licence has been issued by Norman C Stanley on behalf of the Licensing Authority, London Borough of Hillingdon, Civic Centre, High Street, Uxbridge, UB8 1UW

Signature: ..... Date: 24 January 2006

Part 1 – Premises Details

Postal Address of Premises or, if none, Ordnance Survey map reference or description –	
The Rajdoot Tandoori Restaurant 59 Windmill Hill Ruislip Manor Middlesex	
Post Town - Ruislip	Postcode – HA4 8PU
Telephone number – 01895 675284	

Where the licence is time limited, the dates - N/A
---

Licensable activities authorised by the licence –
The provision of entertainment facilities for making music, dancing and entertainment of a similar description for the purpose of private functions.
The supply by retail of alcohol
The provision of late night refreshment

The times the licence authorises the carrying out of licensable activities –

**The sale of alcohol by retail**

On weekdays, other than Christmas Day, Good Friday or New Year's Eve, between 10.00 and 24.00 hours.

On Sundays, Christmas Day and on Good Friday, between 12.00 and 23.30 hours.

When New Year's Eve is on a weekday, from 10.00 on New Year's Eve until 24.00 hours on New Year's Day, except when New Year's Day is on a Sunday, then the sale of alcohol shall cease at 23.30.

When New Year's Eve is on a Sunday, from 12.00 on New Year's Eve until 24.00 hours on New Year's Day.

**Late night refreshment**

From 23.00 until 30 minutes after the terminal time for the sale of alcohol.

*The provision of recorded music is not time restricted*

*The provision of entertainment facilities for making music, dancing and entertainment of a similar description is not time limited for the purpose of private functions.*

The opening hours of the premises –

Not Restricted

Where the licence authorises supplies of alcohol whether these are on and/or off supplies –

On supplies only

**Part 2**

Name, (registered) address, telephone number and e-mail (where relevant) of holder of Premises Licence –

Rajdoot Tandoori Restaurant Limited  
59 Windmill Hill  
Ruislip Manor  
Middlesex  
HA4 8PU  
Tel: 01895 634 656

Registered number of holder, for example company number, charity number (where applicable) -  
2861626



Name, address and telephone number of designated premises supervisor where the premises licence authorises the supply of alcohol –

Mr Habibur Rahman  
31 Shenley Avenue  
Ruislip Manor  
Middlesex HA4 6BS

Personal Licence number an issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol –

LBHil0009  
London Borough of Hillingdon

## **Annex 1 – Mandatory Conditions**

### **Alcohol**

1. No sale/supply of alcohol shall be made when there is no Designated Premises Supervisor in respect of the premises licence
2. No sale/supply of alcohol shall be made when the Designated Premises Supervisor does not hold a Personal Licence or when his/her Personal Licence is suspended
3. Every sale/supply of alcohol under the premises licence shall be made, or authorised, by a person who holds a Personal Licence

### **Applicable from 6<sup>th</sup> April 2010**

1. (1) The responsible person shall take all reasonable steps to ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.

(2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises in a manner which carries a significant risk of leading or contributing to crime and disorder, prejudice to public safety, public nuisance, or harm to children–

(a) games or other activities which require or encourage, or are designed to require or encourage, individuals to–

- (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
- (ii) drink as much alcohol as possible (whether within a time limit or otherwise);

(b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic (other than any promotion or discount available to an individual in respect of alcohol for consumption at a table meal, as defined in section 159 of the Act);

(c) provision of free or discounted alcohol or any other thing as a prize to

encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less;

(d) provision of free or discounted alcohol in relation to the viewing on the premises of a sporting event, where that provision is dependent on—

- (i) the outcome of a race, competition or other event or process, or
- (ii) the likelihood of anything occurring or not occurring;

(e) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner.

2. The responsible person shall ensure that no alcohol is dispensed directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of a disability).
3. The responsible person shall ensure that free tap water is provided on request to customers where it is reasonably available.

#### **Applicable from 1<sup>st</sup> October 2010**

4. (1) The premises licence holder or club premises certificate holder shall ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol.

(2) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and a holographic mark.

5. The responsible person shall ensure that—
  - (a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—
    - (i) beer or cider: ½ pint;
    - (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
    - (iii) still wine in a glass: 125 ml; and

(b) customers are made aware of the availability of these measures.

#### **Annex 2– Conditions consistent with the operating Schedule**

Alcohol shall only be sold to persons taking table meals in the premises and when ancillary to the meal

The maximum number of persons in the premises shall not exceed 52

**Annex 3 – Conditions attached after a hearing by the licensing authority**

N/A

**Annex 4 – Plans**

The licensed areas of the premises as detailed on the drawing annexed hereto:-

Plan number LBH 118/05

Licensing Service registered number 108/05

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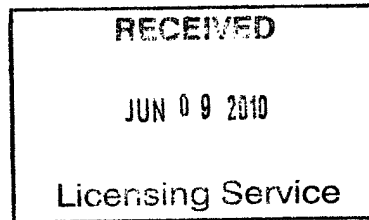
APPENDIX ③



Working together for a safer London

RRITORIAL POLICING

9th June 2010



Mr Norman Stanley  
Licensing Office  
Civic Centre  
Uxbridge

Northwood Police  
2, Murray Road  
Northwood  
HA6 2YN

Your Ref

Dear Mr Stanley

**Re; Premises licence application; Rajdoot Tandoori Restaurant.**

On behalf of the Commissioner of Police I wish to make a representation to the application to vary a premises licence at the above venue.

Our representation is in support of the licensing objectives. The Prevention of Crime and Disorder, Nuisance and Public Safety.

The application, as it has been submitted is to increase the size of the existing restaurant by over 100% and to add a number of hours onto the current operational times and into the late night economy. Further to remove the need to supply food as part of the requirement to provide alcohol.

In addition the application is for the ability to have entertainment, live and recorded music and dancing. In essence the application if successful would allow the premises to run as a night club if so desired.

Having met with the applicant and discussed the application. It is the case that the applicant wishes to continue with the type and style of his original and successful restaurant at the site but to add the ability to be slightly more flexible with the type of facility he offers and the time he can operate too.

With this in mind I feel that it would be justified under the objectives to see a number of conditions which would have the effect of allowing the same type of business but under the new proposals.

1. That there should be a CCTV system fitted to record all persons entering the premises and the area immediately outside the entrance door. All images shall be

kept for a period of 30 days and be available to the police and local authority on request.

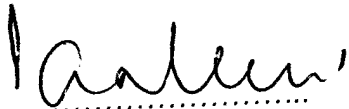
2. There should be no new customer entry after midnight.

3. No alcohol shall be sold or supplied after midnight except when in conjunction with a table meal.

Further to these three conditions that the times for licensing activities be reduced from 3am to 2am where it so appears in the application and in part L and O in the application where 3.30am is used this shall be reduced to 2.30am  
The seasonal variations can remain the same.

If the above matters are agreed the Police Authority will withdraw their representation.

Further CCTV coverage is advised for security and evidential purposes.



*Ian Meens*

*Licensing Sergeant, Hillingdon Borough*

Phone: 0208 246 1933

Metphone: 41933

Mobile: 07785 226483

Fax: 0208 246 1990

E-mail: [ian.meens@met.police.uk](mailto:ian.meens@met.police.uk)

Mail: Sergeant Ian Meens,  
Licensing  
Northwood police Station  
2 Murray Road  
Northwood  
Middx  
HA6 2YW



## MEMORANDUM

**From:** Paul Connor  
Environmental Health Officer  
Environmental Protection Unit

**Location:** 3S/02      **Ext:** 6874

**My Ref:** 201005694

**Your Ref:** 108/05

**To:** Sharon Garner  
Licensing Officer  
Licensing Services

**Date:** 7<sup>th</sup> June 2010

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**Re: APPLICATION TO VARY A PREMISES LICENCE UNDER THE LICENSING ACT 2003**

**RAJDOOT TANDOORI RESTAURANT, 59 & 61 WINDMILL HILL AND 76 PARK WAY, RUISLIP**

I refer to the application received by the Environmental Protection Unit (EPU) on the 17<sup>th</sup> May 2010.

It is noted that this application wishes to see all regulated entertainments that are applied for continue until 03:00 with a subsequent 03:30 closing time. I do not consider this reasonable in this location given the potential for complaints of noise nuisance, in particular from residents residing in dwellings above the recently expanded premises.

I therefore wish to make representation under the grounds of the prevention of public nuisance licensing objective.

I wish to see the standard timings in line with the hours applied for and approved in planning application reference 16366/APP/2009/1873 granted on 12<sup>th</sup> October 2009 – Change of use of 61 Windmill Hill and 76 Park Way from Class A1 (retail) to Class A3 (Restaurants and Cafes), with new shopfronts and alterations to existing shopfront at 59 Windmill Hill.

My grounds for this recommendation are that these planning restrictions were imposed to protect residential amenity and therefore there is no sound basis for the granting of hours significantly in excess of those currently lawfully available to this premises.

(Continued)



Condition 3 to the aforementioned 2009 planning permission requires;

- 3 - The premises shall only be used for the preparation or sale of food, between the hours of 08:00 and 23:30. There shall be no staff allowed on the premises outside these hours.

**REASON**

To safeguard the residential amenity of the occupiers and nearby properties, in accordance with Policies OE1 and OE3 of the Hillingdon Unitary Development Plan (Saved Policies September 2007).

Condition 6 is currently not discharged however is also relevant to the application;

- 6 - The development shall not begin until a sound insulation scheme for the control of noise transmission to the adjoining dwellings/premises has been submitted to and approved in writing by the Local Planning Authority. The scheme shall be fully implemented before the development is occupied/use commences and thereafter shall be retained and maintained in good working order for so long as the building remains in use.

**REASON**

To safeguard the amenity of the occupants of surrounding properties in accordance with Policy OE1 of the Hillingdon Unitary Development Plan Saved Policies (September 2007) and Policy 4A.20 of the London Plan (February 2008).

*Planner*



# APPENDIX (5)

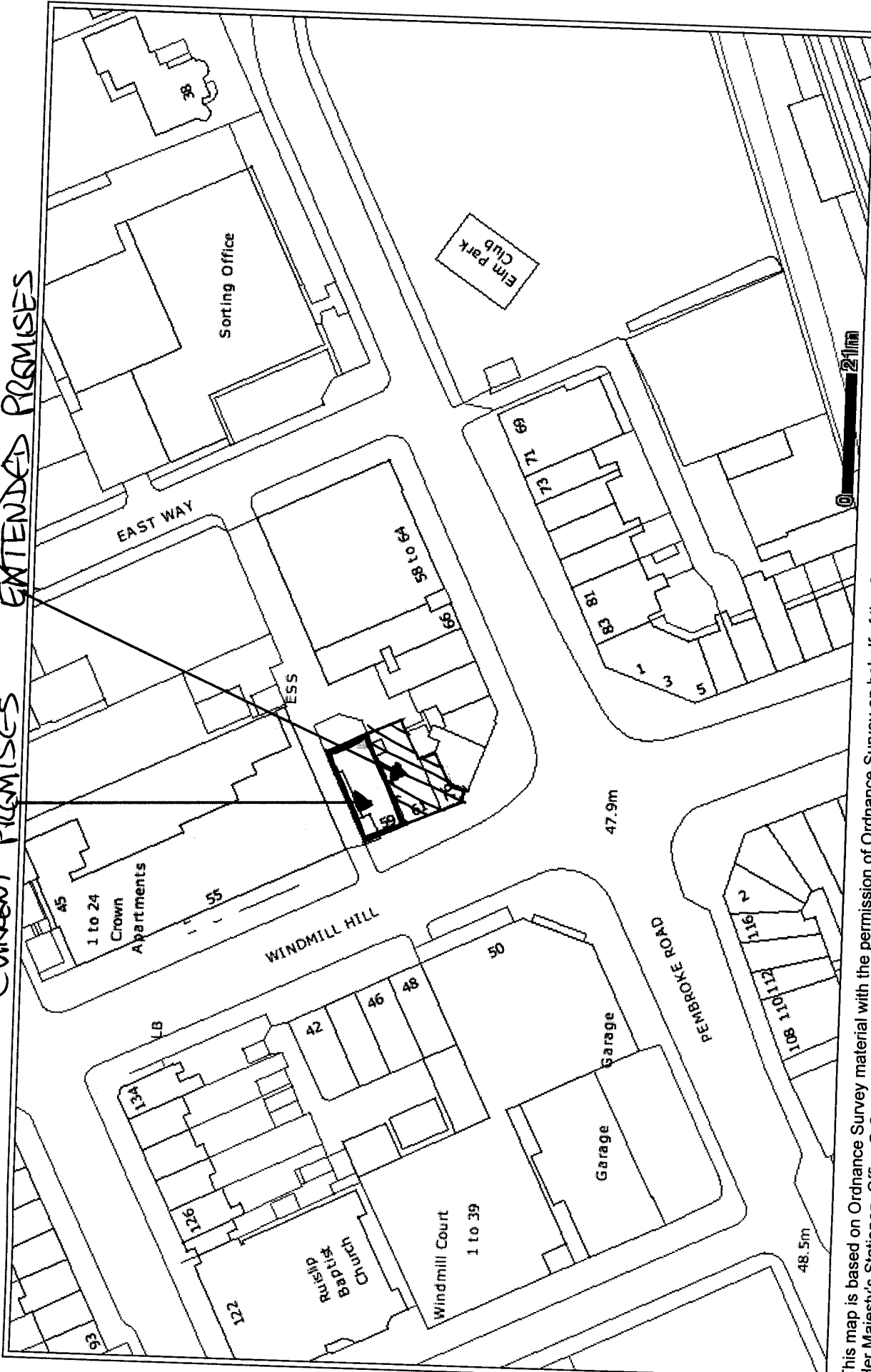
## RESPONSIBLE AUTHORITIES FOR GRANT, VARIATION OF A PREMISES LICENCE OR CLUB PREMISES CERTIFICATE WITHIN THE LONDON BOROUGH OF HILLINGDON

The applicant must send the original application to the Licensing Service and a complete copy of the application including the form, operating schedule and plan in the prescribed form to each responsible authority as follows:-

<p>The Licensing Service London Borough of Hillingdon Civic Centre 3S/09 High Street Uxbridge UB8 1UW</p> <p><i>Licensing Authority</i></p>	<p>Chief Officer of Police c/o Northwood Police Station Murray Road Northwood HA6 2YW Attn Sgt I Meens</p> <p><i>Hillingdon Police Enforcement</i> <b>*for all areas except Heathrow</b></p>
<p>Chief Officer of Police c/o Inspector Robert Harrison ACIT Heathrow Police Station East Ramp Hounslow TW6 2DJ</p> <p><i>Heathrow Police Enforcement</i> <b>*for Heathrow area <u>only</u></b></p>	<p>Fire Safety Regulation: North West Area 1 London Fire Brigade 169 Union Street London SE1 0LL Attn: North West Area Team</p> <p><i>Hillingdon Fire Authority</i></p>
<p>Service Manager- Safeguarding Children and Quality Assurance 4S/07 Social Services London Borough Of Hillingdon Civic Centre Uxbridge UB8 1UW</p> <p><i>A body involved in the Protection of Children from Harm</i></p>	<p>Food, Health and Safety Team London Borough of Hillingdon Civic Centre Uxbridge UB8 1UW</p> <p><i>Enforcing Authority for the Health and Safety at Work Act 1974</i></p>
<p>Trading Standards Service London Borough of Hillingdon Civic Centre Uxbridge UB8 1UW Attn Divisional Trading Standards Officer</p> <p>Enforcing Authority under the Weights and Measures Act 1985</p>	<p>Environmental Protection Unit London Borough Of Hillingdon Civic Centre Uxbridge UB8 1UW</p> <p>Enforcing Authority for matters relating to Environmental Pollution and Public Nuisance</p>
<p>Head of Planning London Borough Of Hillingdon Civic Centre Uxbridge UB8 1UW</p> <p><i>The Planning Authority</i></p>	

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RAJDOOT TANDOORI RESTAURANT  
CURRENT PREMISES EXTENDED PREMISES



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**APPENDIX 7**  
**RAJDOOT TANDOORI RESTAURANT, WINDMILL HILL, RUISLIP MANOR**



Licensing Sub-Committee A Meeting – 9 July 2010

**APPENDIX 7**  
**RAJDOOT TANDOORI RESTAURANT, WINDMILL HILL, RUISLIP MANOR**



## APPLICATION FOR A PREMISES LICENCE

<b>Committee</b>	Licensing Committee
<b>Officer Contact</b>	Sharon Garner <span style="float: right;">01895 277230</span>
<b>Papers with report</b>	<ul style="list-style-type: none"> <li>Appendix 1 – copy of application form</li> <li>Appendix 2 – copy of letter from Cllr Lynne Allen &amp; Cllr Sid Garg</li> <li>Appendix 3 – copy of letter from Interested Party</li> <li>Appendix 4 – list of responsible authorities</li> <li>Appendix 5– map of area</li> <li>Appendix 6– photographs of the premises</li> </ul>
<b>Ward(s) affected</b>	TOWNFIELD

### SUMMARY

To consider a representation from Councillor Allen & Councillor Sid Garg and a representation for a local resident in respect of an application for a premises licence for the **sale of alcohol by retail and recorded music**, for **Plaza Foods, 27-33 Uxbridge Road, Hayes**.

### RECOMMENDATION

**That the Licensing Sub-Committee determine the application.**

### INFORMATION

- 1.0 An application for a premises licence for the sale of alcohol and recorded music was received on 19<sup>th</sup> May 2010 from Plaza Foods (London) Ltd, Ground Floor, Sunrise Plaza, 27-33 Uxbridge Road, Hayes UB4 0JN.

Details of application are:

The sale of alcohol by retail (for consumption off the premises only) and recorded music on the premises from 08.00 hours to 24.00 hours everyday.

A copy of the application form is annexed to this report as **Appendix 1**.

- 1.1 The application was advertised in accordance with the standard procedures required by the Licensing Act 2003.

One representation (annexed to this report as **Appendix 2**) was received from Cllr Allen and Cllr Garg under the licensing objectives of public safety, prevention of public nuisance and protection of children from harm.

One representation (annexed to this report as **Appendix 3**) was received from an interested party, under the licensing objective of prevention of public nuisance and

protection of children from harm.

1.2 In accordance with the legislation, the applicant is required to send copies of the application to the responsible authorities being:

- The Metropolitan Police Service
- London Fire & Emergency Planning Authority
- Child Protection Service, LBH
- Commercial Premises Service, LBH
- Environmental Protection Unit, LBH
- Trading Standards Service, LBH
- Planning Service, LBH

No representations were received from any Responsible Authority.

1.3 The period for consultation and the making of representations in respect of this application expired on 16<sup>th</sup> June 2010.

1.4 **The following conditions have been offered by the applicant in the operating schedule and will be imposed as conditions on any premises licence granted:-**

**Prevention of Crime and Disorder:**

1. CCTV shall be used at the premises and recordings shall be kept for 31 days.
2. A challenge 21 scheme shall be implemented.
3. Proof of age cards that will be accepted shall be valid photo card schemes, passport or driving licence.
4. The taking of open containers of alcohol from the premises shall not be permitted.

**Public Safety**

1. Risk assessments shall be carried out by the management on an ongoing basis.
2. There is an automated fire alarm system in place. Emergency lighting is provided and portable fire fighting equipment is in place.

**Prevention of Public Nuisance**

1. Noise from the premises shall not be such that it causes a nuisance to other properties within the vicinity of the area.

**Protection of Children from Harm**

1. Challenge 21 shall be implemented.
2. Computer prompts shall be in place at checkouts to aid the promotion of this objective.

**General Information**

- 1.5
- The premises is located on the corner of Springfield Road and the south side of the Uxbridge Road, Hayes.
  - A parade of shops and residential properties are situated on the north side of the Uxbridge Road opposite.
  - The premises is surrounded by retail/industrial units on the other three sides.
  - The premises is the ground floor of a 10 storey building.



- The premises will be used as a cash and carry (photographs annexed as **Appendix 5**).

## **FINANCIAL IMPLICATIONS**

- 2.0 Members should be aware that the Planning, Environment and Community Services does not have a budget provision for costs, should the applicant be successful in appealing to the Court(s) against a decision of the Council. In the event that a Court was to uphold an appeal, officers would need to identify how the costs would be funded before action could be taken in order to comply with Council financial policy.

## **LEGAL IMPLICATIONS**

### **Principles for making the determination**

- 3.0 The general principle is that applications for Premises Licence applications must be granted unless relevant representations are received. This is subject to the proviso that the applicant has complied with regulations in advertising and submitting the application.
- 3.1 Relevant representations are those which:-
- Are about the effect of the granting of the application on the promotion of the licensi objectives
  - Are made by an interested party or responsible authority
  - Have not been withdrawn
  - Are not, in the opinion of the relevant licensing authority, frivolous or vexatious.

The four licensing objectives are :

- a. The prevention of crime and disorder;**
- b. Public safety;**
- c. The prevention of nuisance; and**
- d. The protection of children from harm.**

Members should note that each objective is of equal importance. There are no other licensing objectives, and the four objectives are paramount considerations at all times.

- 3.2 The Licensing Sub-Committee must also consider the London Borough of Hillingdon's Licensing policy when deciding whether or not to grant the application. The terms of the Statement of Licensing Policy are highly persuasive, but not binding, on the Licensing Sub-Committee. The Licensing Sub-Committee may depart from the guidance contained in the Statement of Licensing Policy if it considers there are clear and convincing reasons to do so.

Where there is a conflict between the Licensing Act 2003 and the Statement of Licensing Policy, the Licensing Act must prevail.

- 3.3 Members are required to have regard to the DCMS Guidance in carrying out the functions of licensing authority. However, guidance does not cover every possible situation, so long as the guidance has been properly and carefully understood, members may depart from it if they have reason to do so. Full reasons must be given if this is the case
- 3.4 When relevant representations are received then the Sub-Committee must have regard to them. Representations based on commercial reasons or need are not in themselves relevant representations. For example, a representation from a shop owner that the grant of a premises licence to another shop will take customers away from his/her premises is not a relevant representation, nor is a representation from a local resident that another off licence in the parade of local shops is not needed.
- 3.5 The Licensing Sub-Committee can attach a “weight” to any relevant representations, such factors that could influence the “weight” to be placed on a representation could include:-
- Whether the representation can be clearly related to any one of the four licensing objectives;
  - Whether the representation concerns matters over which the applicant is able to exercise control;
  - Whether the representation is based on “hearsay” evidence;
  - Whether the representation is supported by firm evidence;
  - Whether the person making the representation has attended the hearing in person.
- 3.6 Having considered all relevant representations, and having taken into account the promotion of the licensing objectives, a decision can be taken:-
- To grant the licence, subject to the mandatory conditions and conditions consistent with the operating schedule;
  - To impose additional relevant conditions to such an extent as is considered necessary for the promotion of the licensing objectives;
  - To exclude any of the licensable activities to which the application relates
  - To amend the times for all or some of the licensable activities;
  - To refuse to specify a person in the licence as the premises supervisor
  - To reject the application

### **Conditions**

- 3.7 Conditions will not be necessary if they duplicate a current statutory requirement.

Members are also referred to the DCMS guidance on conditions, specifically section 10, and Annex D.

The Statutory Guidance states that only necessary, proportionate and enforceable conditions, which promote one or more of the licensing objectives, should be attached to the licence if it is granted (paragraph 10.11).

The Licensing Authority may therefore only impose such conditions as are necessary to promote the licensing objectives arising out of the consideration of the representations (paragraph 10.11), and should avoid straying into undisputed areas (paragraph 10.12).

Statutory Guidance also states that the pool of conditions that are supplied by the Secretary of State should not be applied universally irrespective of particular circumstances, but may be used as examples that can be tailored to suit individual premises and particular situations.

### **Reasons**

- 3.8 If the Sub-Committee determines that it is necessary to modify the conditions, or to refuse the application for a Premises Licence application, it must give reasons for its decision.

### **The Role of the Licensing Sub-Committee**

- 3.9 Sub-Committee members will note that, in relation to this application, the Council has multiple roles. Council officers from various departments have been asked to consider the application from the perspective of the Council as authority responsible respectively for environmental health, trading standards, health and safety and as the planning authority.
- 3.10 Members should note that the Licensing Sub-Committee is meeting on this occasion solely to **perform the role of licensing authority**. The Sub-Committee sits in quasi-judicial capacity, and must act impartially. It must offer a fair and unbiased hearing of the application. In this case, Members should disregard the Council's broader policy objectives and role as statutory authority in other contexts. Members must direct themselves to making a determination solely based upon the Licensing Law, Guidance and the Council's Statement of Licensing Policy.
- 3.11 As a quasi-judicial body the Licensing Sub-Committee is required to consider the application on its merits. The Sub-Committee must take into account only relevant factors, and ignore irrelevant factors. The decision must be based on evidence, that is to say material, which tends logically to show the existence or non-existence of relevant facts, the occurrence of which would be relevant.
- 3.12 The Licensing Sub-Committee must give fair consideration to the contentions of all persons entitled to make representations to them.
- 3.13 The Licensing Sub-Committee is entitled to consider events outside of the premises if they are relevant, i.e. are properly attributable to the premises being open. The proprietors do not have to be personally responsible for the incidents for the same to be relevant. However, if such events are not properly attributable to the premises being open, then the evidence is not relevant and should be excluded. Guidance is that the licensing authority will primarily focus on the direct impact of the activities taking place at the licensed premises on members of the public, living, working or engaged in normal activity in the area concerned.

- 3.14 The Sub-Committee can only consider matters within the application that have been raised through representations from interested parties and responsible authorities. Interested parties must live in the vicinity of the premises. This will be decided on a case to case basis.
- 3.15 Under the Human Rights Act 1998, the Sub-Committee needs to consider the balance between the rights of the applicant and those making representations to the application when making their decision. The Sub-Committee has a duty under section 17 Crime and Disorder Act 1998 when making its decision to do all it can to prevent crime and disorder in the Borough.
- 3.16 Interested Parties, Responsible Authorities and the applicant have the right to appeal the decision of the Sub-Committee to the Magistrates' Court within a period of 21 days beginning with the day on which the applicant was notified by the licensing authority of the decision to be appealed against.

### List of Representations

	Prevention of Crime & Disorder	Public Safety	Prevention of Public Nuisance	Protection of Children from Harm
Cllr Allen & Cllr Garg		X	X	X
Jasvinder Kandola			X	X

### RELEVANT DOCUMENTS

- Appendix 1 – copy of application form
- Appendix 2 – copy of letter from Cllr Lynne Allen & Cllr Sid Garg
- Appendix 3 – copy of letter from Interested Party
- Appendix 4 – list of responsible authorities
- Appendix 5– photographs of the premises.
- Appendix 6– map of area

### BACKGROUND DOCUMENTS

The Licensing Act 2003  
 Guidance under Section 182 of the Licensing Act 2003  
 The Council's Statement of Licensing Policy



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

(1)

Reference number:

**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

(2) I/We

apply for a premises licence under section 17 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**

Postal address of premises or, if none, Ordnance Survey map reference or description  
PLAZA FOODS (LONDON) LTD.  
27-33 UXBRIDGE ROAD  
HAYS.  
MIDDLESEX.

Post town HAYS Postcode UB4 0JN.

Telephone number at premises (if any) 020 8569 2512.

Non-domestic rateable value of premises £ NOT ASSESSED.

**Part 2- Applicant details**

Please state whether you are applying for a premises licence as

- Please tick ✓ yes
- a) an individual or individuals\*  please complete section (A)
  - b) a person other than an individual\*
    - i. as a limited company  please complete section (B)
    - ii. as a partnership  please complete section (B)
    - iii. as an unincorporated association; or  please complete section (B)
    - iv. other (for example a statutory corporation)  please complete section (B)

(1) Insert name and address of relevant licensing authority and its reference number (optional)  
(2) Insert name(s) of applicant

- c) a recognised club  please complete section (B)
- d) a charity  please complete section (B)
- e) the proprietor of an educational establishment  please complete section (B)
- f) a health service body  please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital  please complete section (B)
- h) the chief officer of police of a police force in England and Wales  please complete section (B)

\* If you are applying as a person described in (a) or (b) please confirm:

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or
- I am making the application pursuant to
  - a statutory function; or
  - a function discharged by virtue of Her Majesty's prerogative

Please tick  yes




**(A) INDIVIDUAL APPLICANTS** (fill in as applicable)

Mr  Mrs  Miss  Ms  Other title  (for example, Rev)

Surname  First names

I am 18 years old or over  Please tick  yes

Date of birth 

Day	Month	Year

Current postal address if different from premises address

Post town  Postcode

Daytime contact telephone number

E-mail address (optional)

**SECOND INDIVIDUAL APPLICANT (if applicable)**

Mr  Mrs  Miss  Ms  Other title  (for example, Rev)

Surname  First names

I am 18 years old or over  Please tick ✓ yes  Date of birth 

Day	Month	Year

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	PLAZA FOODS (LONDON) LTD. - GROUND FLOOR, SUNRISE PLAZA.
Address	GROUND FLOOR SUNRISE PLAZA 27-33 WYBRIDGE ROAD HAYS W134 0JN
Registered number (where applicable)	6994753
Description of applicant (for example partnership, company, unincorporated association etc.)	LIMITED COMPANY.
Telephone number (if any)	02095692512.
E-mail address (optional)	SONIA@SUNRISE RADIO.COM

**Part 3- Operating Schedule**

When do you want the premises licences to start?

Day	Month	Year			
A	S	A	F		

If you wish the licence to be valid only for a limited period, when do you want it to end?

Day	Month	Year			

Please give a general description of the premises (please read guidance note 1)

PLAZA FOODS (LONDON) LTD WILL BE  
OPERATING A CASH AND CARRY  
WITHIN THE GROUND FLOOR OF THE  
SUNRISE PLAZA BUILDING  
APPLICATION IS FOR AN OFF LICENCE.

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend

--

LA 17



What licensable activities do you intend to carry on from the premises?  
(Please see sections 1 and 14 of the Licensing Act 2003 and Schedule 1 and 2 to the Licensing Act 2003)

**Provision of regulated entertainment**

Please tick  yes

- a) plays (if ticking yes, fill in box A)
- b) films (if ticking yes, fill in box B)
- c) indoor sporting events (if ticking yes, fill in box C)
- d) boxing or wrestling entertainment (if ticking yes, fill in box D)
- e) live music (if ticking yes, fill in box E)
- f) recorded music (if ticking yes, fill in box F)
- g) performances of a dance (if ticking yes, fill in box G)
- h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)

**Provision of entertainment facilities for:**

- i) making music (if ticking yes, fill in box I)
- j) dancing (if ticking yes, fill in box J)
- k) entertainment of a similar description to that falling within (i) or (j) (if ticking yes, fill in box K)

**Provision of late night refreshment** (if ticking yes, fill in box L)

**Supply of alcohol** (if ticking yes, fill in box M)

**In all cases complete boxes N, O and P**

# A

Plays			Will the performance of a play take place indoors or outdoors or both - please tick <input checked="" type="checkbox"/> (please read guidance note 2) Indoors <input type="checkbox"/> Outdoors <input type="checkbox"/> Both <input type="checkbox"/>
Day	Start	Finish	
Mon			Please give further details here (please read guidance note 3)
Tue			State any seasonal variations for performing plays (please read guidance note 4)
Wed			Non-standard timings. Where you intend to use the premises for the performance of plays at different times from those listed in the column on the left, please list (please read guidance note 5)
Thur			
Fri			
Sat			
Sun			

# B

Films			Will the exhibition of films take place indoors or outdoors or both - please tick <input checked="" type="checkbox"/> (please read guidance note 2) Indoors <input type="checkbox"/> Outdoors <input type="checkbox"/> Both <input type="checkbox"/>
Day	Start	Finish	
Mon			Please give further details here (please read guidance note 3)
Tue			State any seasonal variations for the exhibition of films (please read guidance note 4)
Wed			Non-standard timings. Where you intend to use the premises for the exhibition of films at different times from those listed in the column on the left, please list (please read guidance note 5)
Thur			
Fri			
Sat			
Sun			

LA 17

**C**

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 6)			Please give further details here (please read guidance note 3)
Day	Start	Finish	
Mon			State any seasonal variations for indoor sporting events (please read guidance note 4)
Tue			
Wed			Non-standard timings. Where you intend to use the premises for indoor sporting events at different times from those listed in the column on the left, please list (please read guidance note 5)
Thur			
Fri			
Sat			
Sun			

**D**

<b>Boxing or wrestling entertainments</b> Standard days and timings (please read guidance note 6)			Will the boxing or wrestling entertainment take place indoors or outdoors or both - please tick <input checked="" type="checkbox"/> (please read guidance note 2)		
Day	Start	Finish	Indoors	Outdoors	Both
Mon			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			Please give further details here (please read guidance note 3)		
Tue			State any seasonal variations for boxing or wrestling entertainment (please read guidance note 4)		
Wed					
Thur			Non-standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times from those listed in the column on the left, please list (please read guidance note 5)		
Fri					
Sat					
Sun					

LA 17

### E

<b>Live music</b>			Will the performance of live music take place indoors or outdoors or both - please tick <input checked="" type="checkbox"/> (please read guidance note 2)  Indoors <input type="checkbox"/> Outdoors <input type="checkbox"/> Both <input type="checkbox"/>
Standard days and timings (please read guidance note 6)			
Day	Start	Finish	Please give further details here (please read guidance note 3)
Mon			
Tue			State any seasonal variations for the performance of live music (please read guidance note 4)
Wed			
Thur			
Fri			
Sat			Non-standard timings. Where you intend to use the premises for the performance of live music at different times from those listed in the column on the left, please list (please read guidance note 5)
Sun			

### F

<b>Recorded music</b>			Will the playing of recorded music take place indoors or outdoors or both - please tick <input checked="" type="checkbox"/> (please read guidance note 2)  Indoors <input checked="" type="checkbox"/> Outdoors <input type="checkbox"/> Both <input type="checkbox"/>
Standard days and timings (please read guidance note 6)			
Day	Start	Finish	Please give further details here (please read guidance note 3)
Mon	0800	2400	
Tue	0800	2400	State any seasonal variations for the playing of recorded music (please read guidance note 4)
Wed	0800	2400	
Thur	0900	2400	
Fri	0900	2400	
Sat	0800	2400	Non-standard timings. Where you intend to use the premises for the playing of recorded music entertainment at different times from those listed in the column on the left, please list (please read guidance note 5)
Sun	0900	2400	

LA 17

# G

Performances of dance Standard days and timings (please read guidance note 6)			Will the performance of dance take place indoors or outdoors or both - please tick <input checked="" type="checkbox"/> (please read guidance note 2)  Indoors <input type="checkbox"/> Outdoors <input type="checkbox"/> Both <input type="checkbox"/>
Day	Start	Finish	
Mon			Please give further details here (please read guidance note 3)
Tue			State any seasonal variations for the performance of dance (please read guidance note 4)
Wed			Non-standard timings. Where you intend to use the premises for the performance of dance entertainment at different times from those listed in the column on the left, please list (please read guidance note 5)
Thur			
Fri			
Sat			
Sun			

# H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 6)			Please give a description of the type of entertainment you will be providing
Day	Start	Finish	
Mon			Will this entertainment take place indoors or outdoors or both - please tick <input checked="" type="checkbox"/> (please read guidance note 2)  Indoors <input type="checkbox"/> Outdoors <input type="checkbox"/> Both <input type="checkbox"/>
Tue			Please give further details here (please read guidance note 3)
Wed			State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 4)
Thur			
Fri			Non-standard timings. Where you intend to use the premises for the entertainment of similar description to that falling within (e), (f) or (g) at different times from those listed in the column on the left, please list (please read guidance note 5)
Sat			
Sun			

LA 17

<b>Provision of facilities for making music</b>			Please give a description of the facilities for making music you will be providing
Standard days and timings (please read guidance note 6)			Will the facilities for making music be indoors or outdoors or both - please tick <input checked="" type="checkbox"/> (please read guidance note 2)
Day	Start	Finish	Indoors <input type="checkbox"/> Outdoors <input type="checkbox"/> Both <input type="checkbox"/>
Mon			Please give further details here (please read guidance note 3)
Tue			State any seasonal variations for the provision off acilities for making music (please read guidance note 4)
Wed			Non-standard timings. Where you intend to use the premises for provision of facilities for making music at different times from those listed in the column on the left, please list (please read guidance note 5)
Thur			
Fri			
Sat			
Sun			

**J**

<b>Provision of facilities for dancing</b>			Please give a description of the facilities for dancing you will be providing
Standard days and timings (please read guidance note 6)			Will the facilities for dancing be indoors or outdoors or both - please tick <input checked="" type="checkbox"/> (please read guidance note 2)
Day	Start	Finish	Indoors <input type="checkbox"/> Outdoors <input type="checkbox"/> Both <input type="checkbox"/>
Mon			Please give further details here (please read guidance note 3)
Tue			State any seasonal variations for providing dancing facilities (please read guidance note 4)
Wed			Non-standard timings. Where you intend to use the premises for the provision of facilities for dancing entertainment at different times from those listed in the column of the left, please list (please read guidance note 5)
Thur			
Fri			
Sat			
Sun			

LA 17

**K**

<b>Provision of facilities for entertainment of a similar description to that falling within I or J</b>  Standard days and timings (please read guidance note 6)			Please give a description of the type of entertainment facility you will be providing																																											
			Will the entertainment facility be indoors or outdoors or both - please tick <input checked="" type="checkbox"/> (please read guidance note 2) Indoors <input type="checkbox"/> Outdoors <input type="checkbox"/> Both <input type="checkbox"/>																																											
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			Non-standard timings. Where you intend to use the premises for the provision of facilities for entertainment of a similar description to that falling within I or J at different times from those listed in the column on the left, please list (please read guidance note 5)																																											

<b>Late night refreshment</b>			Will the provision of late night refreshment take place indoors or outdoors or both - please tick <input checked="" type="checkbox"/> (please read guidance note 2)
Standard days and timings (please read guidance note 6)			
Day	Start	Finish	Indoors <input type="checkbox"/> Outdoors <input type="checkbox"/> Both <input type="checkbox"/>
Mon			Please give further details here (please read guidance note 3)
Tue			
Wed			State any seasonal variations for the provision of late night refreshment (please read guidance note 4)
Thur			
Fri			Non-standard timings. Where you intend to use the premises for the provision of late night refreshment at different times from those listed in the column on the left, please list (please read guidance note 5)
Sat			
Sun			

**M**

<b>Supply of alcohol</b>			Will the sale of alcohol be for consumption - please tick box <input checked="" type="checkbox"/> (please read guidance note 7)
Standard days and timings (please read guidance note 6)			
Day	Start	Finish	On the premises <input checked="" type="checkbox"/> Off the premises <input checked="" type="checkbox"/> Both <input type="checkbox"/>
Mon	0800	2400	State any seasonal variations for the supply of alcohol (please read guidance note 4)
Tue	0800	2400	
Wed	0800	2400	Non-standard timings. Where you intend to use the premises for the supply of alcohol at different times from those listed in the column on the left, please list (please read guidance note 5)
Thur	0800	2400	
Fri	0800	2400	
Sat	0800	2400	
Sun	0800	2400	

LA 17



State the name and details of the individual whom you wish to specify on the licence as premises supervisor

Name **PARI SOBRAMANIAN**  
 Address **2 FITZROY COURT**  
**6 WHITE HORSE ROAD**  
 Postcode **CR0 2AX**  
 Personal Licence number (if known) **PL11066**  
 Issuing licensing authority (if known) **PLYMOUTH CITY COUNCIL**

**N**

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 8)

**OFF LICENCE USE ONLY.**

**O**

**Hours premises are open to the public**

Standard days and timings  
 (please read guidance note 6)

Day	Start	Finish
Mon	0900	2400
Tue	0800	2400
Wed	0800	2400
Thur	0800	2400
Fri	0800	2400
Sat	0800	2400
Sun	0800	2400

State any seasonal variations (please read guidance note 4)

Non-standard timings. Where you intend to use the premises to be open to the public at different times from those listed in the column on the left, please list (please read guidance note 5)

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

(please read guidance note 9)

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

This application is by Plaza Foods (London) Ltd for sale by retail of alcohol for consumption off the premises at Ground Floor Sunrise Plaza. The business is a Cash and Carry and all staff involved in the sale of alcohol will be trained. The Cash and Carry Management will work in partnership with the local community in the promotion of the licensing objectives.

**b) The prevention of crime and disorder**

CCTV is used at the premises to monitor and record customers - footage is kept for 31 days. Staff training is given so that persons under the age of 18 are not sold alcohol- this is in the form of a challenge 21 scheme.

Proof of age cards that the Cash and Carry staff will accept are valid photo card schemes, passport or driving license.

The taking of open containers of alcohol from Plaza Foods demise is not permitted  
Crime prevention notices are in place

**c) Public safety**

The location, width and position of the doors and exits has been planned to aid the escape of persons from the premises in consultation with our Fire Safety Consultant.  
Automated fire alarm system is in place at the Cash and Carry- including call points, sounders and detectors

Emergency Lighting is installed in case of power failure

Portable fire fighting equipment is in place

Risk assessments are carried out by the management and staff on an ongoing basis

Exit signage is in place

Door have been fitted with facilities to aid the exit from the premises

**d) The prevention of public nuisance**

Noise from the premises shall not be such that causes nuisance to other properties within the vicinity of the area.

All refuse will be placed in waste containers to be collected by our contractor.

**e) The protection of children from harm**

As above,

A proof of age card system is in operation at the Cash and Carry

Staff are trained in how to use the age card system so that persons under 18 are not served alcohol

Computer prompts are in place to further aid the promotion of this objective.

CHECKLIST:

- 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 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

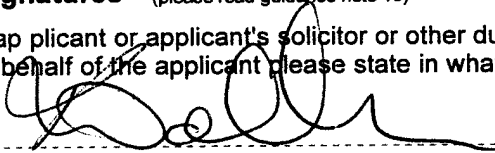
Please tick ✓ yes

**IT IS AN OFFENCE, LIABLE ON CONVICTION TO A FINE UP TO 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. (Please read guidance note 11)  
If signing on behalf of the applicant please state in what capacity.

Signature



Date

14/5/10

Capacity

DEVELOPMENT MGR

For joint applications signature of 2nd applicant, 2nd 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)	
RICHARD WALTZ SUNRISE HOUSE BRIDGE ROAD SOUTHALL	
Post town	SOUTH ALL
Postcode	UB2 4AT
Telephone number (if any)	07779 63698
If you would prefer us to correspond with you by e-mail your e-mail address (optional)	
rjew2000@gmail.com	

LA 17



F. EASTWOOD & SONS LTD  
LONDONWORKS  
RIPPLE ROAD  
BARKING IG11 0SY  
TEL: 020 8591 7200  
FAX: 020 8591 4193

WEBSITE: www.eastwoodplc.co.uk  
E-MAIL: sales@eastwoodplc.co.uk

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DRAWING No. **1263PL06**

SCALE **1:100 (A1)**

DATE **16th March 2010**

DRAWN BY **Hussein**

**CUSTOMER DETAILS**

Company Name: **Sunrise**  
Address: **Hayes Middlesex**

Contact:  
Tel:

DESCRIPTION **Proposed Shop Layout**

**APPROVAL**

Please sign below to indicate approval of layout and components. Any further alterations will be charged for separately.

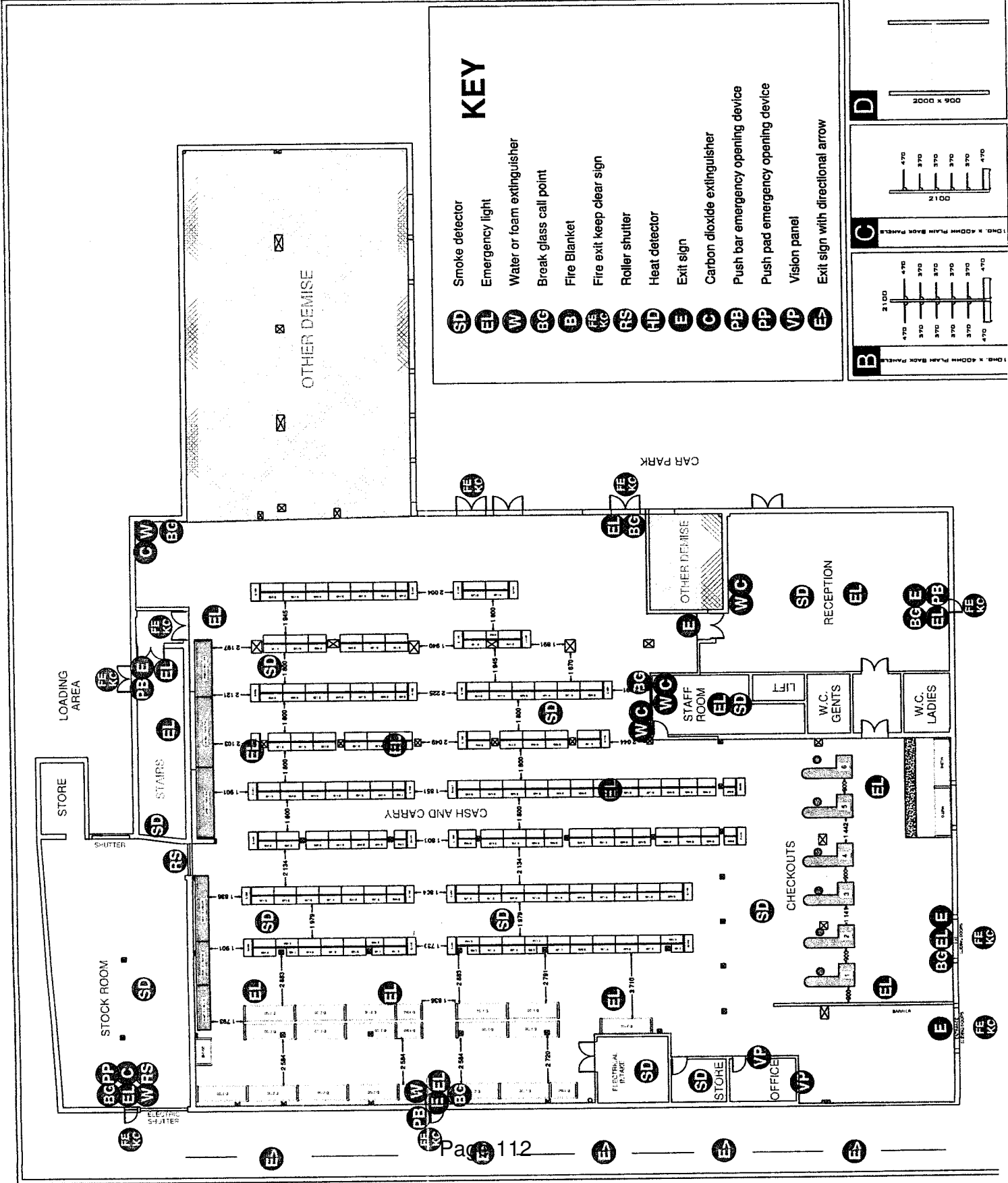
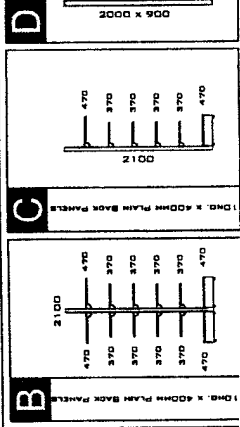
Client Signature:

Date:

TRADING AREA

**KEY**

- SD** Smoke detector
- EL** Emergency light
- W** Water or foam extinguisher
- BG** Break glass call point
- B** Fire Blanket
- FE/KC** Fire exit keep clear sign
- RS** Roller shutter
- HD** Heat detector
- E** Exit sign
- C** Carbon dioxide extinguisher
- PB** Push bar emergency opening device
- PP** Push pad emergency opening device
- VP** Vision panel
- E→** Exit sign with directional arrow



## APPENDIX ②



# HILLINGDON

LONDON

To: Mrs S Garner – Licensing Officer  
Planning Environment & Community Services  
3S/09

Dear Mrs Garner,

### **HAYES GATE HOUSE – OBJECTION**

As a Ward Councillor for Townfield and an adjoining ward Councillor, we are writing to you to raise our objections to a License being granted to Plaza Foods at Hayes Gate House. Our grounds for objection are based on three of the objectives of the Licensing Act those being Public Safety, the Prevention of Public Nuisance and the Protection of Children from Harm.

#### **Public Safety (Traffic issues)**

Hayes Gate House is located at the entrance to Springfield Road and also fronts the busy Uxbridge Road. Traffic generated by a business of this type would, we believe, place a greater strain on these roads impeding the traffic movement further. This would also have an effect on surrounding residential roads.

By their very nature, Cash & Carry Companies rely on vast volumes of consumables being delivered in heavy-duty lorries. These deliveries usually take place in the early morning and late night when traffic is usually at its heaviest. Added to this, the manoeuvring that would have to take place for them to enter and leave the premises would most certainly bring other traffic to a standstill.

Furthermore, a constant stream of traffic such as large vans, estates cars and other vehicles attending to purchase goods will add to the strain. Businesses, both large and small already in the area, are striving in today's climate to keep afloat could also be sorely affected as they, and their customers, would be impeded in their movements. This could lead the latter to go elsewhere.

Another issue of concern is the lack of parking available. The only available parking is there for the entire building, not just that which is proposed before you today. There is no space in Springfield Road for parking as it already becomes congested in the morning and evening by those who work in the vicinity. Residents on the other side of the Uxbridge

Labour Group Office  
Deputy Chief Executive's Office  
T.01895 250780 F.01895 250793  
dbrooklyn@hillington.gov.uk www.hillingdon.gov.uk  
London Borough of Hillingdon,  
Phase II, Civic Centre, High Street, Uxbridge



INVESTOR IN PEOPLE

Road already have problems and worry that office workers who park their cars on site may be forced to look elsewhere leading to resident's spaces being taken up.

### **The prevention of Public Nuisance**

Heavy-duty lorries and vans loading and unloading early morning and late at night could cause disturbance to other businesses operating in the area and more so, those that are on site at present. Residents living the other side of Uxbridge Road would also be affected as sound travels. Cash & Carry businesses operate at all hours including weekends so there would be no respite.

Further to this, we are aware that through Planning, Hayes Gate House Plaza Foods (if one and the same) had requested to operate a restaurant on site and therefore sell drink for consumption on site. This was refused. We would request that the Licensing Committee also refuse this application as we already have a problem with drunks wandering the area of the Uxbridge Road, which the Police have to regularly monitor and move on. A concern is that the drunks would view this establishment as a watering hole and being removed from general view would loiter there in the hope of cheap drink, damaged cans etc. This in itself would take the Police away from other areas in need.

### **Protection of Children from Harm**

The local school, Guru Nanak, are trying to encourage young people to be more health conscious and many that attend this school are requested to walk as far as possible. This means children would generally use the Gate House side of the road to travel to their school, which is based in Springfield Road.

Should a License be granted, many parents may consider driving their children back and forth to school to ensure their safety. This will place a far greater strain on the roads. The school also prides itself on offering after school activities later than the usual school day and heavy-duty lorries etc., entering and exiting this location would most certainly cause further concern for the safety of the young people.

We request that you **refuse** all applications for a Licence at Hayes Gate House Plaza Foods.

Yours sincerely



Councillor Lynne Allen  
Townfield Ward



Councillor Sid Garg  
Yeading Ward

APPENDIX ③

**Sharon Garner - Re: Objection: Plaza Foods Uxbridge Road Hayes Middlesex**

**From:** Jasvinder Kandola <jkandola@gmail.com>  
**To:** Sharon Garner <SGarner@hillingdon.gov.uk>  
**Date:** 14 June 2010 16:51  
**Subject:** Re: Objection: Plaza Foods Uxbridge Road Hayes Middlesex  
**CC:** <licensing@hillingdon.gov.uk>

Dear Sharon,

Thank you for your email and the attached document.

Apart from not signing my objection (which is impossible to do in an email) and it would appear according to the Hillingdon council website that email objections are allowed I am not sure why my original email is not valid.

Page 2 of your attached documents states:

licensing@hillingdon.gov.uk  
 Making a Representation. To make representations or related queries please contact

"What format should the representation take? All representations must be given in writing. However, the Hillingdon Licensing Service agrees to accept relevant representations, with accompanying evidence, by email to allow compliance with the time limits, but where this is done, the full name and postal address should given in the email and representations must be immediately confirmed in writing afterwards."

With regards to your points:

3. Prevention of Public Nuisance

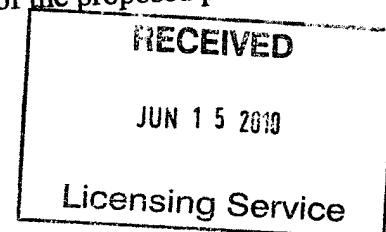
"There will be increased noise and pollution as a result of people coming to purchase alcohol which will cause an inconvenience to local residents. A public nuisance will be caused in terms of increased noise, increased traffic and increased congestion."

4. Protection of Children from Harm.

"There is a local school (Guru Nanak Sikh school) in the close vicinity of the proposed premises and as such would be detrimental"

I will write with confirming my comments.

Thank you



On Mon, Jun 14, 2010 at 9:05 AM, Sharon Garner <SGarner@hillingdon.gov.uk> wrote:

Dear Sir,

With regard to your objection to the application for Plaza Foods, a representation/objection can only be accepted if it relates to one of the four licensing objectives, namely,

Prevention of Crime and Disorder

Public Safety

Prevention of Public Nuisance

Protection of Children from Harm.

Planning decisions are not something that the Licensing Act 2003 can take into consideration.

Objections on the grounds of need cannot be considered either.

Also, your objection must be signed by yourself and everyone who wishes to contribute.

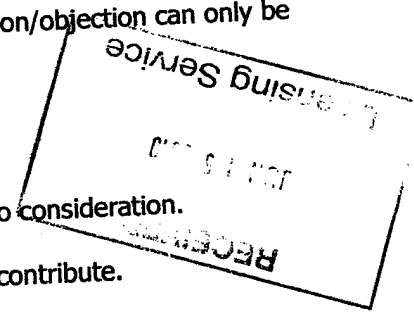
I have attached guidance for your perusal.

Please note, the last date for representations to be received is Wednesday 16th June 2010.

Regards

Sharon Garner

Licensing Officer



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# APPENDIX (L)

## RESPONSIBLE AUTHORITIES FOR GRANT, VARIATION OF A PREMISES LICENCE OR CLUB PREMISES CERTIFICATE WITHIN THE LONDON BOROUGH OF HILLINGDON

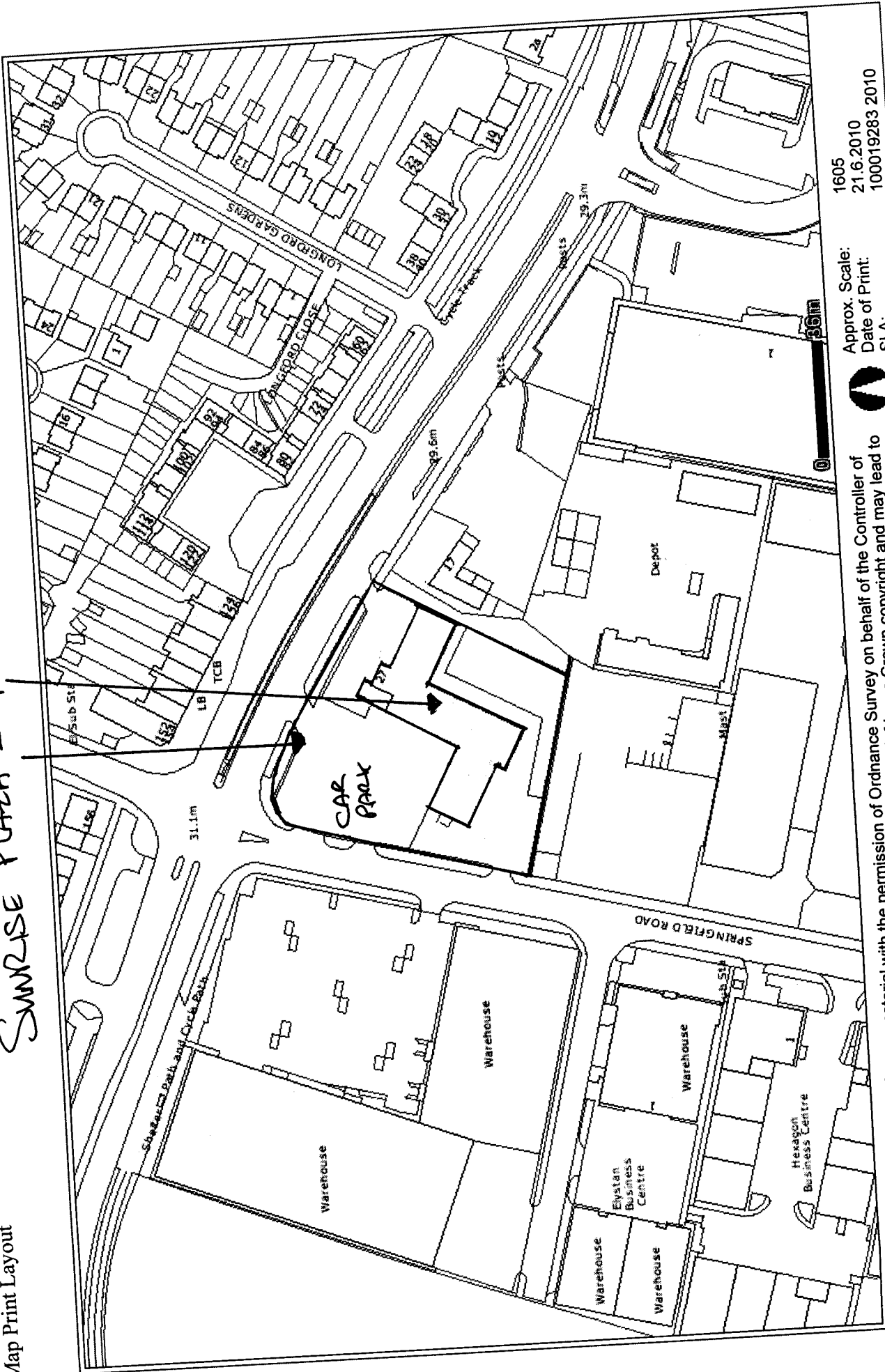
The applicant must send the original application to the Licensing Service and a complete copy of the application including the form, operating schedule and plan in the prescribed form to each responsible authority as follows:-

<p>The Licensing Service London Borough of Hillingdon Civic Centre 3S/09 High Street Uxbridge UB8 1UW</p> <p><i>Licensing Authority</i></p>	<p>Chief Officer of Police c/o Northwood Police Station Murray Road Northwood HA6 2YW Attn Sgt I Meens</p> <p><i>Hillingdon Police Enforcement *for all areas except Heathrow</i></p>
<p>Chief Officer of Police c/o Inspector Robert Harrison ACIT Heathrow Police Station East Ramp Hounslow TW6 2DJ</p> <p><i>Heathrow Police Enforcement *for Heathrow area only</i></p>	<p>Fire Safety Regulation: North West Area 1 London Fire Brigade 169 Union Street London SE1 0LL Attn: North West Area Team</p> <p><i>Hillingdon Fire Authority</i></p>
<p>Service Manager- Safeguarding Children and Quality Assurance 4S/07 Social Services London Borough Of Hillingdon Civic Centre Uxbridge UB8 1UW</p> <p><i>A body involved in the Protection of Children from Harm</i></p>	<p>Food, Health and Safety Team London Borough of Hillingdon Civic Centre Uxbridge UB8 1UW</p> <p><i>Enforcing Authority for the Health and Safety at Work Act 1974</i></p>
<p>Trading Standards Service London Borough of Hillingdon Civic Centre Uxbridge UB8 1UW Attn Divisional Trading Standards Officer</p> <p><i>Enforcing Authority under the Weights and Measures Act 1985</i></p>	<p>Environmental Protection Unit London Borough Of Hillingdon Civic Centre Uxbridge UB8 1UW</p> <p><i>Enforcing Authority for matters relating to Environmental Pollution and Public Nuisance</i></p>
<p>Head of Planning London Borough Of Hillingdon Civic Centre Uxbridge UB8 1UW</p> <p><i>The Planning Authority</i></p>	

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SUNRISE PLAZA - PUZZA FOOD ON GROUND FLOOR

Map Print Layout



1605  
 21.6.2010  
 100019283 2010



Approx. Scale:  
 Date of Print:  
 SLA:

1605  
 21.6.2010  
 100019283 2010

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## Appendix 6

PLAZA FOODS (LONDON) LTD, 27– 33 UXBRIDGE ROAD, HAYES



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Licensing Sub-Committee A Meeting – 9 July 2010

PART 1 – MEMBERS, PUBLIC AND PRESS

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## Appendix 6

PLAZA FOODS (LONDON) LTD, 27– 33 UXBRIDGE ROAD, HAYES



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Licensing Sub-Committee A Meeting – 9 July 2010

PART 1 – MEMBERS, PUBLIC AND PRESS

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