

## **BIRMINGHAM CITY COUNCIL**

### **LICENSING SUB-COMMITTEE B**

**TUESDAY, 12 MARCH 2019 AT 09:30 HOURS**  
**IN ELLEN PINSENT ROOM, COUNCIL HOUSE, VICTORIA**  
**SQUARE, BIRMINGHAM, B1 1BB**

*Please note a short break will be taken approximately 90 minutes from the start of the meeting and a 30 minute break will be taken at 1300 hours.*

## **A G E N D A**

### **1 NOTICE OF RECORDING**

Chairman to advise meeting to note that members of the press/public may record and take photographs except where there are confidential or exempt items.

### **2 DECLARATIONS OF INTERESTS**

Members are reminded that they must declare all relevant pecuniary and non pecuniary interests arising from any business to be discussed at this meeting. If a disclosable pecuniary interest is declared a Member must not speak or take part in that agenda item. Any declarations will be recorded in the minutes of the meeting.

### **3 APOLOGIES AND NOTIFICATION OF NOMINEE MEMBERS**

### **4 LICENSING ACT 2003 PREMISES LICENCE – GRANT CLEARANCE ZONE AND POST OFFICE, 206 SOHO ROAD, HANDSWORTH, BIRMINGHAM, B21 9LR**

Report of the Director of Regulation and Enforcement.

N.B. Application scheduled to be heard at 09:30am

### **5 OTHER URGENT BUSINESS**

To consider any items of business by reason of special circumstances (to be specified) that in the opinion of the Chairman are matters of urgency.

### **6 EXCLUSION OF THE PUBLIC**

That in view of the nature of the business to be transacted which includes exempt information of the category indicated the public be now excluded

from the meeting:-

Exempt Paragraph 3

## **PRIVATE AGENDA**

### **1 LICENSING ACT 2003 - PERSONAL LICENCE APPLICATION**

Report of the Acting Director of Regulation and Enforcement.

N.B. Scheduled to be heard at 11.00 am.

### **2 OTHER URGENT BUSINESS (EXEMPT INFORMATION)**

To consider any items of business by reason of special circumstances (to be specified) that in the opinion of the Chairman are matters of urgency.

## BIRMINGHAM CITY COUNCIL

## PUBLIC REPORT

<b>Report to:</b>	<b>Licensing Sub Committee B</b>
<b>Report of:</b>	<b>Director of Regulation &amp; Enforcement</b>
<b>Date of Meeting:</b>	<b>Tuesday 12<sup>th</sup> March 2019</b>
<b>Subject:</b>	<b>Licensing Act 2003 Premises Licence – Grant</b>
<b>Premises:</b>	<b>Clearance Zone and Post Office, 206 Soho Road, Handsworth, Birmingham, B21 9LR</b>
<b>Ward affected:</b>	<b>Handsworth</b>
<b>Contact Officer:</b>	<b>Bhapinder Nandhra, Senior Licensing Officer, 0121 303 9896, <a href="mailto:licensing@birmingham.gov.uk">licensing@birmingham.gov.uk</a></b>

**1. Purpose of report:**

To consider representations that have been made in respect of an application for a Premises Licence which seeks to permit the Sale of Alcohol (for consumption off the premises) to operate from 8:00am until 8:00pm (Monday to Sunday).

Premises to remain open to the public from 8:00am until 8:00pm (Monday to Sunday).

**2. Recommendation:**

To consider the representations that have been made and to determine the application.

**3. Brief Summary of Report:**

An application for a Premises Licence was received on 16<sup>th</sup> January 2019, in respect of Clearance Zone and Post Office, 206 Soho Road, Handsworth, Birmingham, B21 9LR.

Representations have been received from West Midlands Police, as a responsible authority and from other persons.

**4. Compliance Issues:****4.1 Consistency with relevant Council Policies, Plans or Strategies:**

The report complies with the City Council's Statement of Licensing Policy and the Council's Corporate Plan to improve the standard of all licensed persons, premises and vehicles in the City.

**5. Relevant background/chronology of key events:**

Joga Singh applied on 16<sup>th</sup> January 2019 for the grant of a Premises Licence for Clearance Zone and Post Office, 206 Soho Road, Handsworth, Birmingham, B21 9LR.

A representation has been received from West Midlands Police, as a responsible authority. See Appendix 1.

Representations have been received from Other Persons. See Appendices 2 - 17.

The application is attached at Appendix 18.

Site Location Plans at Appendix 19.

When carrying out its licensing functions, a licensing authority must have regard to Birmingham City Council's Statement of Licensing Policy and the Guidance issued by the Secretary of State under s182 of the Licensing Act 2003. The Licensing Authority is also required to take such steps as it considers appropriate for the promotion of the licensing objectives, which are:-

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

**6. List of background documents:**

Copies of the representations as detailed in Appendices 1 - 17

Application Form, Appendix 18

Site Location Plans, Appendix 19

**7. Options available**

To Grant the licence in accordance with the application.

To Reject the application.

To Grant the licence subject to conditions modified to such an extent as considered appropriate.

Exclude from the licence any of the licensable activities to which the application relates.

Refuse to specify a person in the licence as the premises supervisor.

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**From:** Abdool Rohomon -  
**Sent:** 13 February 2019 10:08  
**To:** Licensing  
**Cc:**  
**Subject:** 206 Soho Road, Birmingham

Dear Licensing,

In relation to the above application, although conditions have been agreed with the applicant as emailed previously West Midlands Police are still concerned that these premises will add to the significant alcohol related issues that this area suffers from. In response from the local Neighbourhood Inspector he has described the area as such –

Soho road and in particular Lozells and east handsworth ward is the second highest ward for crime and anti-social behaviour outside of Broad street. We have had significant issues with alcohol fuelled violence, begging, prostitution and street drinking which are all associated with alcohol abuse. We feel we are saturated with premises who sell cheap alcohol along the Soho road and would object to this licence application. Having alcohol available at a post office where people addicted to alcohol potentially collecting their benefits could encourage customers to spend monies at this location thereby aggravating the current situation.

This objection is supported by Handsworth community action Streetwatch who regularly patrol the streets in partnership and the Soho road business improvement district.

As such West Midlands Police are now objecting to this application on the above grounds and seek a hearing for the above premises

If you could please lodge this objection it would be appreciated, according to your website the last days for reps are today

regards

**Abs Rohomon**

**PC 4075 Rohomon  
BW Licensing  
Police headquarters  
Lloyd House  
Colmore Circus  
Birmingham  
B4 6NQ**

**Follow us on Twitter - @brumcopslicensing**

**West Midlands Police**

**Website:** [www.west-midlands.police.uk](http://www.west-midlands.police.uk)  
**Twitter:** [www.twitter.com/brumpolice](https://www.twitter.com/brumpolice)  
**Facebook:** [www.facebook.com/westmidlandspolice](https://www.facebook.com/westmidlandspolice)  
**YouTube:** [www.youtube.com/westmidlandspolice](https://www.youtube.com/westmidlandspolice)

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**From:** bid manager <  
**Sent:** 23 January 2019 13:13  
**To:** Licensing  
**Cc:**  
**Subject:** Objection to Clearance Zone and Post Office, 206 Soho Road, Handsworth, Birmingham, B21 9LR

**Importance:** High

To Whomever it may concern

Clearance Zone and Post Office, 206 Soho Road, Handsworth, Birmingham, B21 9LR

I am writing to register mine and the Soho Road BIDS objection to the application for a premises licence by Clearance Zone and Post Office, 206 Soho Road, Handsworth, Birmingham, B21. The BID Represents 698 businesses within the BID area and in the last two days I have had over 30 of these businesses within the central section call into the office asking us to support their objections so I thought it would be easier to send one letter than bombard you with letters from all the businesses but if you need names and addresses please don't hesitate to ask. The basis for this opposition is that granting a licence for these premises will not promote the licensing objectives, particularly the prevention of crime, disorder and antisocial behaviour. As a BID we are working very hard to combat street drinking, anti-social behaviour, begging, prostitution and drug use and by making it even easier to access alcohol will make the issues worse.

Clearance Zone and Post Office, 206 Soho Road, Handsworth, Birmingham, B21 lies within a Public Protection Order , and enabling the premises to sell alcohol would be totally detrimental to its aims and objectives. The application proposes that alcohol will be sold for consumption off the premises between 8:00am and 20.00pm, seven days a week. Granting a licence would provide a further source of alcohol within an area already so heavily populated with licensed premises that crime, disorder and public nuisance have already reached problem levels for the local police and residents.

Residents in this area already suffer noise nuisance and antisocial behaviour at all hours of the day and night. They have endured this inconvenience for a very long time and it is totally unacceptable to expect them to continue to do so.

I would also urge the Committee to speak with our Local Neighbourhood Police regarding the detrimental impact the new licensed premises will have on the area.

In view of the above, I would urge the Licensing Authority to refuse the application.

Yours faithfully,

Kind Regards



To whomever it may concern

Clearance Zone and Post Office, 206 Soho Road, Handsworth, Birmingham, B21 9LR

I am writing to register my objection to the application for a premises licence by Clearance Zone and Post Office, 206 Soho Road, Handsworth, Birmingham, B21. The basis for this opposition is that granting a licence for these premises will not promote the licensing objectives, particularly the prevention of crime, disorder and antisocial behaviour. As a BID we are working very hard to combat street drinking, anti-social behaviour, begging, prostitution and drug use and by making it even easier to access cheap alcohol will make the issues worse.

My objections fall within the Licensing Act 2003, under 3 of the 4 objectives, which are as follows;

- 1) The prevention of crime and disorder**
- 2) Public Safety**
- 3) The prevention of public nuisance**

Clearance Zone and Post Office, 206 Soho Road, Handsworth, Birmingham, B21 lies within a Public Protection Order, and enabling the premises to sell cheap alcohol would be totally detrimental to its aims and objectives. The application proposes that alcohol will be sold for consumption off the premises between 8:00am and 20.00pm, seven days a week. Granting a licence would provide a further source of alcohol within an area already so heavily populated with licensed premises that crime, disorder and public nuisance have already reached problem levels for the local police, The Business Improvement District and our residents.

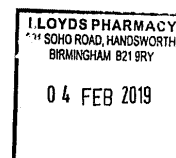
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I would also urge the Committee to speak with our Local Neighbourhood Police regarding the detrimental impact the new licensed premises will have on the area as I know they have an objection to the licence being granted as well.

In view of the above, I would urge the Licensing Authority to refuse the application.

Yours faithfully,

LLOYDS  
PHARMACY



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Clearance Zone and Post Office, 206 Soho Road, Handsworth, Birmingham, B21 9LR

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I would also urge the Committee to speak with our Local Neighbourhood Police regarding the detrimental impact the new licensed premises will have on the area as I know they have an objection to the licence being granted as well.

In view of the above, I would urge the Licensing Authority to refuse the application.

Yours faithfully,

*Manager*

HOLLAND & BARRETT RETAIL LTD  
HANDSWORTH  
BRANCH 3233  
198 SOHO ROAD  
HANDSWORTH  
BIRMINGHAM B21 9LR



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In view of the above, I would urge the Licensing Authority to refuse the application.

6-12-10

Yours faithfully,

Shoe Zone

Soho Rd Handsworth  
Birmingham B21 9LR

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Clearance Zone and Post Office, 206 Soho Road, Handsworth, Birmingham, B21 9LR

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In view of the above, I would urge the Licensing Authority to refuse the application.

Yours faithfully,

SOHO ROAD

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Yours faithfully,

BADIAL DEPARTMENT STORE  
SOHO ROAD  
HANDSWORTH  
BIRMINGHAM B21 9LR

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In view of the above, I would urge the Licensing Authority to refuse the application.

Yours faithfully, -

BARFI DESSERTS LTD T/A BARFIA BIRMINGHAM  
UNIT 4  
R0198 SOHO ROAD BIRMINGHAM B21 4LR

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In view of the above, I would urge the Licensing Authority to refuse the application.

Yours faithfully,

Paul Jewellers  
206 Soho Rd.  
Handsworth  
Birmingham  
B21 9LR

6/2/19.

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210 - 214 Soho Road  
Handsworth  
Birmingham  
B21 9LR  
05/2/19

1 (2/19)

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Yours faithfully

Soho Road  
Handsworth  
Birmingham  
B21 9LR.

Signed:

4/2/19

To whomever it may concern

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Yours faithfully,

NOOR BRIDALS  
200 - 202 ~~SO~~ SOHO RD  
HANDSWORTH  
BIRMINGHAM  
B21 9LR  
5/2/2019



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Yours faithfully,



Explore Learning 16/02/2019  
198 Soho Road,  
Birmingham,  
B21 9LR.

To whomever it may concern

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- 3) The prevention of public nuisance

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Residents in this area already suffer noise nuisance and antisocial behaviour at all hours of the day and night. They have endured this inconvenience for a very long time and it is totally unacceptable to expect them to continue to do so by providing more opportunities to purchase cheap alcohol.

I would also urge the Committee to speak with our Local Neighbourhood Police regarding the detrimental impact the new licensed premises will have on the area as I know they have an objection to the licence being granted as well.

In view of the above, I would urge the Licensing Authority to refuse the application.

Yours faithfully,

Director =

Chohan Birmingham LTD

223 Soho Road,  
Birmingham,  
B21 9RY.

To whomever it may concern

Clearance Zone and Post Office, 206 Soho Road, Handsworth, Birmingham, B21 9LR

I am writing to register my objection to the application for a premises licence by Clearance Zone and Post Office, 206 Soho Road, Handsworth, Birmingham, B21. The basis for this opposition is that granting a licence for these premises will not promote the licensing objectives, particularly the prevention of crime, disorder and antisocial behaviour. As a BID we are working very hard to combat street drinking, anti-social behaviour, begging, prostitution and drug use and by making it even easier to access cheap alcohol will make the issues worse.

My objections fall within the Licensing Act 2003, under 3 of the 4 objectives, which are as follows;

- 1) The prevention of crime and disorder
- 2) Public Safety
- 3) The prevention of public nuisance

Clearance Zone and Post Office, 206 Soho Road, Handsworth, Birmingham, B21 lies within a Public Protection Order, and enabling the premises to sell cheap alcohol would be totally detrimental to its aims and objectives. The application proposes that alcohol will be sold for consumption off the premises between 8:00am and 20:00pm, seven days a week. Granting a licence would provide a further source of alcohol within an area already so heavily populated with licensed premises that crime, disorder and public nuisance have already reached problem levels for the local police, The Business Improvement District and our residents.

Residents in this area already suffer noise nuisance and antisocial behaviour at all hours of the day and night. They have endured this inconvenience for a very long time and it is totally unacceptable to expect them to continue to do so by providing more opportunities to purchase cheap alcohol.

I would also urge the Committee to speak with our Local Neighbourhood Police regarding the detrimental impact the new licensed premises will have on the area as I know they have an objection to the licence being granted as well.

In view of the above, I would urge the Licensing Authority to refuse the application.

Yours faithfully,

THE FONE SHOP

188 Soho Road,  
Handsworth,  
Birmingham,  
B21 9LR.

To whomever it may concern

Clearance Zone and Post Office, 206 Soho Road, Handsworth, Birmingham, B21 9LR

I am writing to register my objection to the application for a premises licence by Clearance Zone and Post Office, 206 Soho Road, Handsworth, Birmingham, B21. The basis for this opposition is that granting a licence for these premises will not promote the licensing objectives, particularly the prevention of crime, disorder and antisocial behaviour. As a BID we are working very hard to combat street drinking, anti-social behaviour, begging, prostitution and drug use and by making it even easier to access cheap alcohol will make the issues worse.

My objections fall within the Licensing Act 2003, under 3 of the 4 objectives, which are as follows;

- 1) The prevention of crime and disorder**
- 2) Public Safety**
- 3) The prevention of public nuisance**

Clearance Zone and Post Office, 206 Soho Road, Handsworth, Birmingham, B21 lies within a Public Protection Order, and enabling the premises to sell cheap alcohol would be totally detrimental to its aims and objectives. The application proposes that alcohol will be sold for consumption off the premises between 8:00am and 20:00pm, seven days a week. Granting a licence would provide a further source of alcohol within an area already so heavily populated with licensed premises that crime, disorder and public nuisance have already reached problem levels for the local police, The Business Improvement District and our residents.

Residents in this area already suffer noise nuisance and antisocial behaviour at all hours of the day and night. They have endured this inconvenience for a very long time and it is totally unacceptable to expect them to continue to do so by providing more opportunities to purchase cheap alcohol.

I would also urge the Committee to speak with our Local Neighbourhood Police regarding the detrimental impact the new licensed premises will have on the area as I know they have an objection to the licence being granted as well.

In view of the above, I would urge the Licensing Authority to refuse the application.

Yours faithfully,

PriceLand LTD  
184-186 Soho Road,  
Handsworth,  
Birmingham,  
B21 9LR.

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**From:**  
**Sent:** 12 February 2019 14:22  
**To:** Licensing  
**Cc:**  
**Subject:** Clearance Zone & Post Office License OBJECTION

Dear Sirs,

Premises: Clearance Zone & Post Office

206 Soho Road, Handsworth, Birmingham, B21 9LR

I am writing to register my objection on behalf of and as coordinator of HCAG Streetwatch, to the application for a premises licence by Clearance Zone & Post Office, 206 Soho Road, Handsworth, Birmingham, B21 9LR. The basis for this opposition is that by granting a licence for these premises there are significant concerns around how the licensing objectives would be upheld. In particular, for the prevention of crime, disorder and antisocial behaviour in this particular hotspot on Soho Rd which suffers extensively from such activities. Crime data from Police.UK shows this location to be on the boundary between several wards and a spike in incidents at this location over the last 12 months.

Brief overview of Handsworth Community Action Group (HCAG) Streetwatch. our group, established in autumn 2018 through the community-led Initiative Street patrols, is formed of local volunteers who devote their free time to tackling the issues that blight and affect our community. These include (and the list is not exhaustive): Anti Social Behaviour; fly-tipping; inconsiderate parking; prostitution; kerb crawlers; drug dealing, highway issues such as broken street lights and potholes.

To enable a visual presence amongst the community in Handsworth, HCAG Street Watch volunteers receive training and are insured, with full support, backing and assistance by the local police team on our patrols.

206 Soho Road is situated almost in the middle of Soho Rd, around the post within a 10 min walking distance approx 14 licensed premises of consumption on and off premises already exist. (taken from public register)

Impact Area, and enabling the premises to sell alcohol would be totally detrimental to its aims and objectives. The application proposes that alcohol will be sold for consumption off the premises between 8.00hours and 20.00hours seven days a week. Granting a licence would provide a further source of alcohol within an area already so heavily populated with licensed premises that crime, disorder and public nuisance have already reached problem levels for the local police and the local community.

Residents in this area already suffer noise nuisance and Anti Social Behaviour at all hours of the day and night. They have endured this inconvenience since 2003, when the licensing legislation was first amended, and it is totally unacceptable to expect them to continue to do so.

During our Streetwatch patrols on and off Soho Rd, we have found the area littered with the remnants of alcohol, evidence of this can be found in the form of used beer bottles, cans and even spirit bottles all around Soho Rd and nearby surrounding Public Areas, recently in the media public spaces were highlighted were alcohol is being consumed , i.e perfect example and a problem area is Waverhill Park, literally 2 minute walk from Soho Road,

SOHO BID has removed 23 benches from this area due to ASB, alcohol abuse, consumption in public areas, and drunkenness in this bustling shopping and residential area.

Police statistics show a high numbers of Anti Social behaviour , Violence and Sexual Violence in Handsworth and alcohol is a contributory factor.

From my understanding Police already have Public Space Protection Order PSPO orders in place and are in the process of renewing and extending the are of coverage, to deal with a particular nuisance in the area that is having a detrimental effect on the quality of life for those living in the local community.

I would also like to draw your attention to MATRIX DIAGNOSTICS, Drug and Alcohol Testing Specialist who reported in Nov 2017, I quote "According to recently released data, the annual cost to the NHS for alcohol abuse in Birmingham and Sandwell is £72.1m.

Each month, Sandwell and West Birmingham Hospitals NHS Trust (SWBH) treats about 300 patients for some type of alcohol abuse.

In view of the above, public safety and the detrimental effect of Alcohol Abuse and the nuisance it causes I would urge the Licensing Authority to refuse the application.

Yours faithfully,

HCAG Streetwatch

Coordinator

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

#### 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.

I/We **I, JOGA SINGH**

(Insert name(s) of applicant)

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

#### Part 1 – Premises details

Postal address of premises or, if none, Ordnance Survey map reference or description <b>PREMISES TO BE KNOWN AS: CLEARANCE ZONE AND POST OFFICE, 206, SOHO ROAD, HANDSWORTH, BIRMINGHAM, WEST MIDLANDS.</b>		REGULATION & ENFORCEMENT LICENSING SECTION DATE RECEIVED <b>16 JAN 2019</b> REF NO <b>E315CH9</b> INITIALS <b>003661</b>	
Post town	<b>HANDSWORTH.</b>	Postcode	<b>B21 9LR.</b>

Telephone number at premises (if any)	<b>N/A</b>
Non-domestic rateable value of premises	<b>£34,750</b>

#### Part 2 - Applicant details

Please state whether you are applying for a premises licence as      Please tick as appropriate

- |  |   |
|--|---|
| a) an individual or individuals *                    | <input checked="" type="checkbox"/> please complete section (A) |
| b) a person other than an individual *               |   |
| i as a limited company/limited liability partnership | <input type="checkbox"/> please complete section (B)            |
| ii as a partnership (other than limited liability)   | <input type="checkbox"/> please complete section (B)            |
| iii as an unincorporated association or              | <input type="checkbox"/> please complete section (B)            |
| iv other (for example a statutory corporation)       | <input type="checkbox"/> please complete section (B)            |
| c) a recognised club                                 | <input type="checkbox"/> 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 in Wales ☐ please complete section (B)
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England ☐ 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 (by ticking yes to one box below):

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 ☐

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

Mr <input checked="" type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)
<b>Surname</b> SINGH		<b>First names</b> JOGA		
<b>Date of birth</b> over		I am 18 years old or <input checked="" type="checkbox"/> Please tick yes		
<b>Nationality.</b> Indian, born in Partab Pura Jal in India. Has a Republic of India Passport and a UK Residence Permit with, indefinite leave to remain in the UK.				
Current residential address if different from premises address				
Post town		Postcode		
<b>Daytime contact telephone number</b>				
<b>E-mail address (optional)</b>		N/A		



**SECOND INDIVIDUAL APPLICANT (if applicable)**

Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/>		Other Title (for example, Rev)	
Surname N/A		First names N/A	
Date of birth		I am 18 years old or over <input type="checkbox"/> Please tick yes	
Nationality			
Current postal address if different from premises address		N/A	
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 N/A
Address N/A
Registered number (where applicable) N/A
Description of applicant (for example, partnership, company, unincorporated association etc.) N/A.
Telephone number (if any) N/A

E-mail address (optional)  
N/A

### Part 3 Operating Schedule

When do you want the premises licence to start?

DD MM YYYY  
1 4 0 2 2 0 1 9

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

DD MM YYYY  
[ ][ ][ ][ ][ ][ ][ ][ ]

Please give a general description of the premises (please read guidance note 1)  
**THIS LOCK UP, THREE STOREY RETAIL PROPERTY, IS CURRENTLY NOT TRADING. IT FORMERLY TRADED AS AN INDIAN FASHION STORE PRIOR TO IT'S CLOSURE. NOW IT HAS RECENTLY BEEN PURCHASED AND THE APPLICANT WISHES TO DEVELOP AND RELAUNCH THE PROPERTY AS A LICENSED CONVENIENCE STORE AND A POST OFFICE TRADING, ON THE GROUND FLOOR ONLY. THIS WILL INVOLVE CONSIDERABLE INVESTMENT, PARTICULARLY TO FACILITATE THE REQUIREMENTS INVOLVED IN LAUNCHING A POST OFFICE. THE PROPERTY IS LOCATED IN THE RETAIL AREA OF HANDSWORTH ON A MAIN ROAD AND BUS ROUTE. DUE TO THE SITE'S PROMINENT LOCATION, THE APPLICANT AIMS TO TARGET CUSTOMERS FROM BOTH LOCAL AND PASSING TRADE TO HIS PROPOSED NEW VENTURE. THERE IS LIMITED FRONTAGE, AND STREET CAR PARKING NEARBY.**

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

N/A

What licensable activities do you intend to carry on from the premises?

(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)

Please tick all that apply

- 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 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 late night refreshment** (if ticking yes, fill in box I)

☐

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

☒

**In all cases complete boxes K, L and M**

**A**

<b>Plays</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of a play take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<b>Please give further details here</b> (please read guidance note 4)		
Tue					
Wed			<b>State any seasonal variations for performing plays</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

# B

<b>Films</b> Standard days and timings (please read guidance note 7)			<b><u>Will the exhibition of films take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 4)		
Mon					
Tue					
			<b><u>State any seasonal variations for the exhibition of films</u></b> (please read guidance note 5)		
Wed					
Thur					
			<b><u>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Fri					
Sat					
Sun					

C

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 7)			<b><u>Please give further details</u></b> (please read guidance note 4)
Day	Start	Finish	
Mon			
Tue			<b><u>State any seasonal variations for indoor sporting events</u></b> (please read guidance note 5)
Wed			
Thur			<b><u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)
Fri			
Sat			
Sun			

**D**

<b>Boxing or wrestling entertainments</b> Standard days and timings (please read guidance note 7)			<b><u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish		Both	<input type="checkbox"/>
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)		
Tue					
Wed			<b><u>State any seasonal variations for boxing or wrestling entertainment</u></b> (please read guidance note 5)		
Thur					
Fri			<b><u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat					
Sun					

**E**

<b>Live music</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of live music take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors <input type="checkbox"/>
				Outdoors <input type="checkbox"/>
Day	Start	Finish		Both <input type="checkbox"/>
Mon			<b>Please give further details here</b> (please read guidance note 4)	
Tue				
Wed			<b>State any seasonal variations for the performance of live music</b> (please read guidance note 5)	
Thur				
Fri			<b>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</b> (please read guidance note 6)	
Sat				
Sun				



**F**

<b>Recorded music</b> Standard days and timings (please read guidance note 7)			<b>Will the playing of recorded music take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<b>Please give further details here</b> (please read guidance note 4)		
Tue					
Wed			<b>State any seasonal variations for the playing of recorded music</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

**G**

<b>Performances of dance</b> Standard days and timings (please read guidance note 7)			<b><u>Will the performance of dance take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)		
Tue					
Wed			<b><u>State any seasonal variations for the performance of dance</u></b> (please read guidance note 5)		
Thur					
Fri			<b><u>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat					
Sun					

## H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	<b><u>Will this entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			<b><u>Please give further details here</u></b> (please read guidance note 4)		
Wed					
Thur			<b><u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u></b> (please read guidance note 5)		
Fri					
Sat			<b><u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sun					

# I

<b>Late night refreshment</b> Standard days and timings (please read guidance note 7)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)		
Tue					
Wed			<b><u>State any seasonal variations for the provision of late night refreshment</u></b> (please read guidance note 5)		
Thur					
Fri			<b><u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat					
Sun					

# J

Supply of alcohol Standard days and timings (please read guidance note 7)			<b>Will the supply of alcohol be for consumption</b> <u>– please tick</u> (please read guidance note 8)	On the premises	<input type="checkbox"/>
				Off the premises	<input checked="" type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 5)		
Mon	08.00	20.00			
Tue	08.00	20.00			
Wed	08.00	20.00			
Thur	08.00	20.00	<b>Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Fri	08.00	20.00			
Sat	08.00	20.00			
Sun	08.00	20.00			

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

Name <b>SUNDEEP SINGH MALHI</b>	
Date of birth	
Address	
Postcode	
Personal licence number (if known)	
Issuing licensing authority (if known)	

# K

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 9).

N/A

# L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			State any seasonal variations (please read guidance note 5)
Day	Start	Finish	
Mon	08.00	20.00	<p><b>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</b> (please read guidance note 6)</p>
Tue	08.00	20.00	
Wed	08.00	20.00	
Thur	08.00	20.00	
Fri	08.00	20.00	
Sat	08.00	20.00	
Sun	08.00	20.00	

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

**a) General – all four licensing objectives (b, c, d and e) (please read guidance note 10)**

**NOTHING BEYOND EXISTING HEALTH & SAFETY / FIRE SAFETY ETC REQUIREMENTS.**

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

**(SEE ABOVE), THESE LOCK UP PREMISES, WILL HAVE BOTH INTERNAL AND EXTERNAL CCTV. THE CCTV INSTALLED WILL BE TO THE SPECIFICATIONS AND RECOMMENDATIONS OF WEST MIDLANDS POLICE. THE CCTV IMAGES, WILL ALWAYS BE RETAINED FOR THIRTY ONE DAYS AND DOWNLOADABLE ON REQUEST. CCTV WILL ALSO BE RECORDING AT ALL TIMES THE PREMISES IS OPEN FOR LICENSABLE ACTIVITY. CCTV TIMES AND DATES, WILL BE VISIBLE AND ACCURATE. THE PREMISES, AS YOU WOULD EXPECT WITH A PROPOSED POST OFFICE, WILL BE FULLY ALARMED INCLUDING A PANIC ALARM BUTTON FACILITY. IT HAS BOTH FRONTAGE AND REAR SECURITY SHUTTERS, INCLUDING INTERNAL METAL DOORS WILL HAVE A SOLID METAL SAFE FOR THE POST OFFICE MONIES AND IMPORTANT ADMINISTRATION DOCUMENTS. THE DESIGNATED PREMISES SUPERVISOR WILL ENSURE THAT ANY STAFF INVOLVED IN THE SALE OF ALCOHOL, WILL HAVE FULLY RECORDED AND DOCUMENTED TRAINING, INCLUDING SIX MONTHLY REFRESHER COURSES USING THE ON SITE LICENSING MANUAL, IN RESPECT OF THEIR RESPONSIBILITIES UNDER THE LICENSING ACT 2003. THIS INCLUDES ANY CHANGES OF LEGISLATION AND ALSO SIMILAR TRAINING IN THE USAGE AND CHRONICLED STORAGE OF CCTV. ALL TRAINING RECORDS WILL BE RETAINED AND AVAILABLE ON SITE FOR INSPECTION AT ANY TIME.**

**c) Public safety**

**(SEE ABOVE),  
ALSO, INTERNAL AND EXTERNAL ETC.  
THE PREMISES WILL HAVE AN APPROVED COMMERCIAL FIRE ALARM SYSTEM AND THE FIRE FIGHTING EQUIPMENT WILL HAVE A MAINTENANCE CONTRACT. BOTH COMMERCIAL EMERGENCY LIGHTING AND SMOKE DETECTORS WILL BE ALSO INSTALLED.**

**d) The prevention of public nuisance**

**(SEE ABOVE), ALSO, INTERNAL AND EXTERNAL CCTV ETC.  
EXTERNAL CCTV IN PARTICULAR, IS A PROVEN DETERRENT IN TERMS OF ANY ANTI - SOCIAL ACTIVITIES OR PUBLIC NUISANCE WITHIN THE VICINITY OF THE PREMISES. THE APPLICANT, THE DESIGNATED PREMISES SUPERVISOR AND THE STAFF, WILL AT ALL TIMES BE VIGILANT IN RELATION TO ANY LITTER ISSUES.**

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

**(SEE ABOVE), INTERNAL CCTV ETC.**

**LAYOUT OF SHOP GIVES CONSIDERATION TO THE PREVENTION OF CHILDREN'S ACCESS TO ALCOHOL AND ANY ALCOHOL DISPLAYED WILL NOT BE OBSTRUCTED FROM THE VIEW OF THE SALES ASSISTANTS. PREMISES WILL OPERATE A PROOF OF AGE SCHEME VIA ACCEPTABLE FORMS OF IDENTIFICATION AND INCORPORATING 'THE CHALLENGE 25' POLICY, WITH APPROPRIATELY SITED LAMINATED A4 POSTERS AND ALSO TILL PROMPTS. A SALES REFUSAL AND INCIDENT BOOK WILL BE FULLY MAINTAINED AND AVAILABLE FOR INSPECTION AT ANY TIME. IT WILL ALSO BE SIGNED OFF WEEKLY BY THE DESIGNATED PREMISES SUPERVISOR.**

**NON – ALCOHOLIC / SOFT DRINKS, CRISPS AND CONFECTIONERY WILL BE SITUATED AWAY FROM THE ALCOHOL DISPLAY AREA.**

**Checklist:**

**Please tick to indicate agreement**

- I have made or enclosed payment of the fee. ☒
- I have enclosed the plan of the premises. ☒
- I have sent copies of this application and the plan to responsible authorities and others where applicable. ☒
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable. ☒
- I understand that I must now advertise my application. ☒
- I understand that if I do not comply with the above requirements my application will be rejected. ☒
- ☒ [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom (please read note 15).

**IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.**

**IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.**

**Part 4 – Signatures** (please read guidance note 11)



**Signature of applicant or applicant's solicitor or other duly authorised agent** (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

<b>Declaration</b>	<ul style="list-style-type: none"> <li>[Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).</li> <li>The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate (please see note 15)</li> </ul>
Signature	
Date	14 <sup>TH</sup> JANUARY 2019
Capacity	AGENT FOR THE APPLICANT

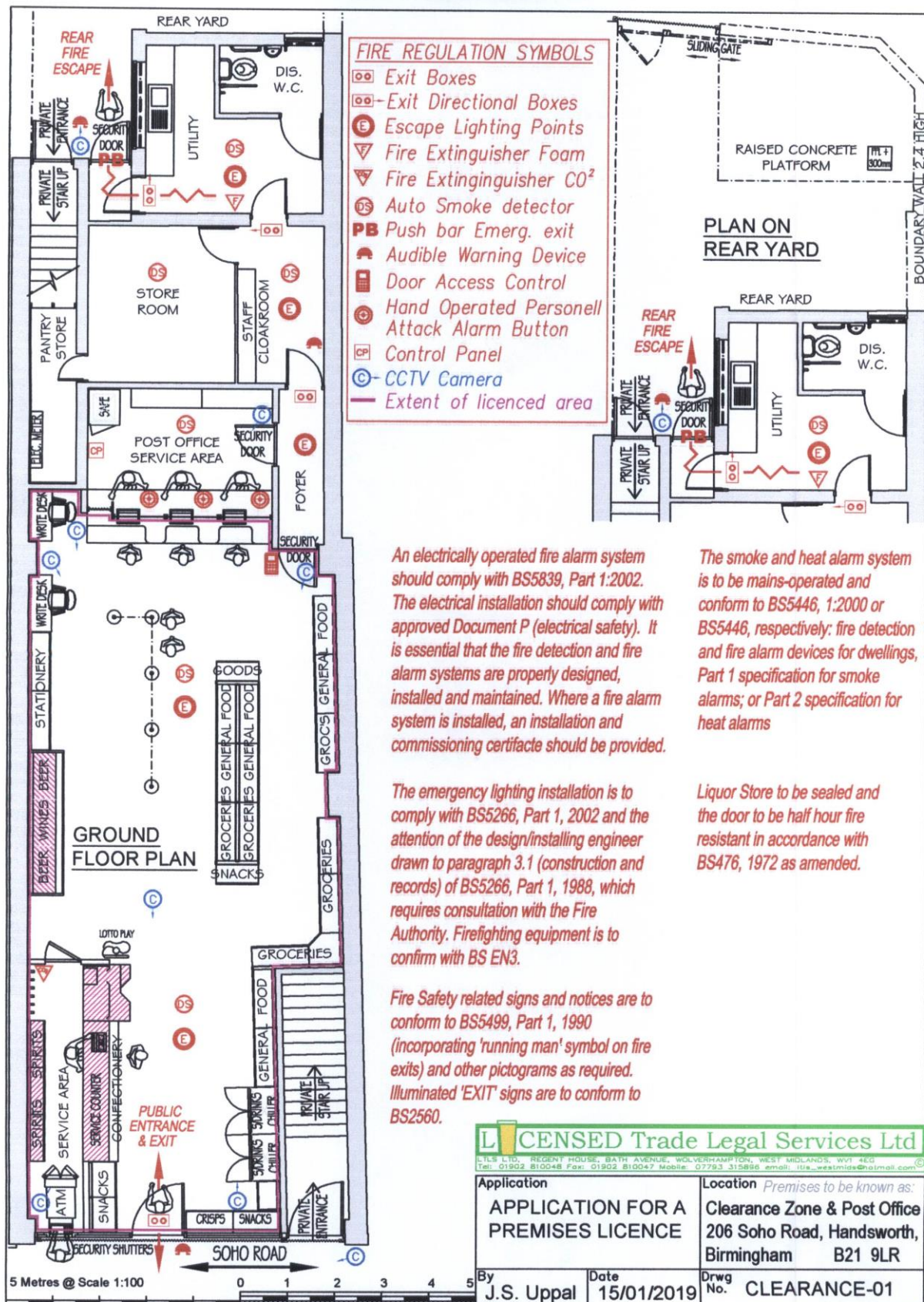
**For joint applications, signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant's solicitor or other authorised agent** (please read guidance note 13). **If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	
Capacity	

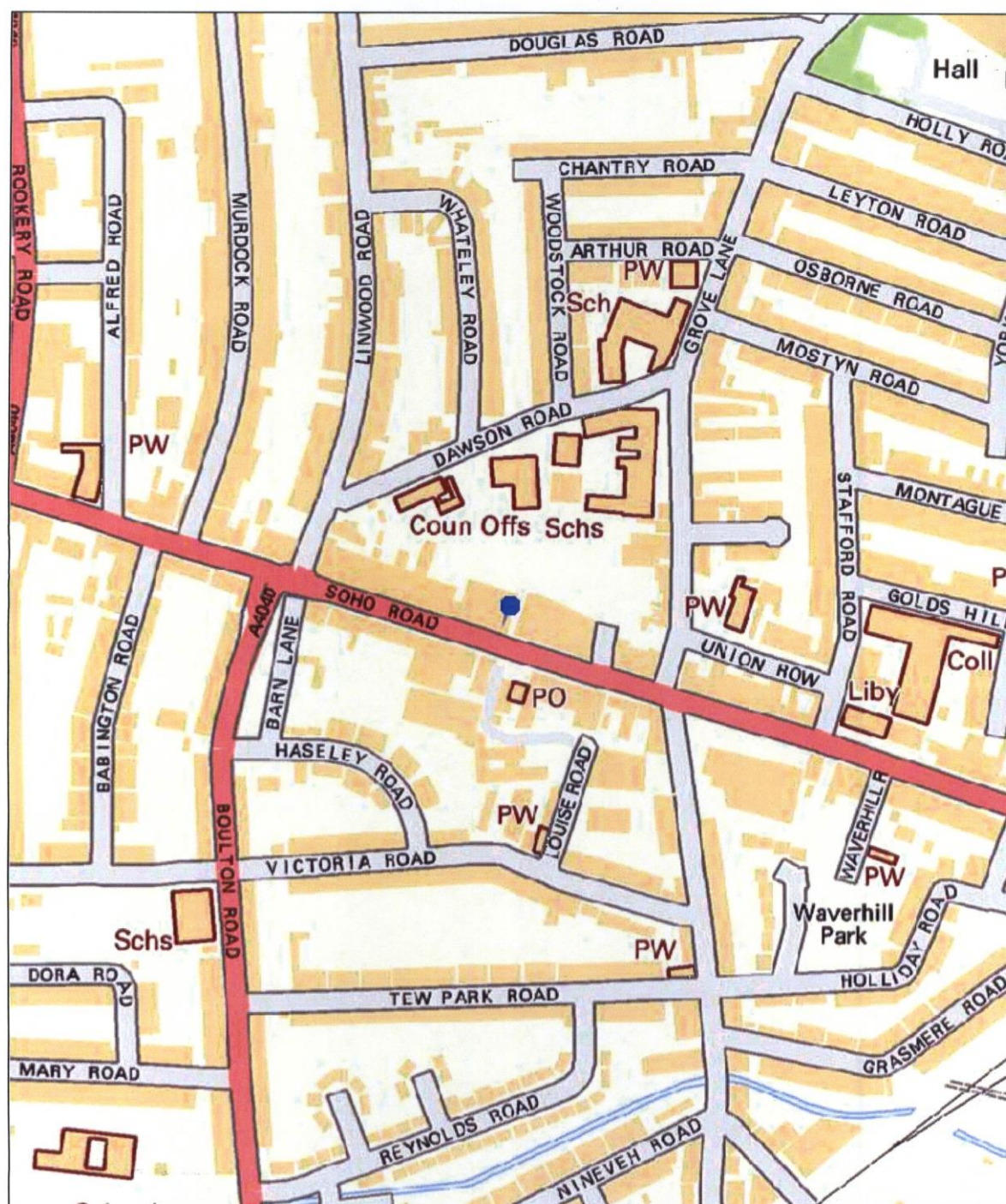
Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14) <b>LICENSED TRADE LEGAL SERVICES LIMITED, REGENT HOUSE, BATH AVENUE, WOLVERHAMPTON, WEST MIDLANDS.</b>			
Post town	<b>WOLVERHAMPTON</b>	Postcode	<b>WV1 4EG</b>
Telephone number (if any)			
If you would prefer us to correspond with you by e-mail, your e-mail address (optional) <b>N/A</b>			

#### Notes for Guidance

1. Describe the premises, for example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where







**Birmingham City Council** Map Created By:

Date of Map Creation: 11/02/2019

#### Notes

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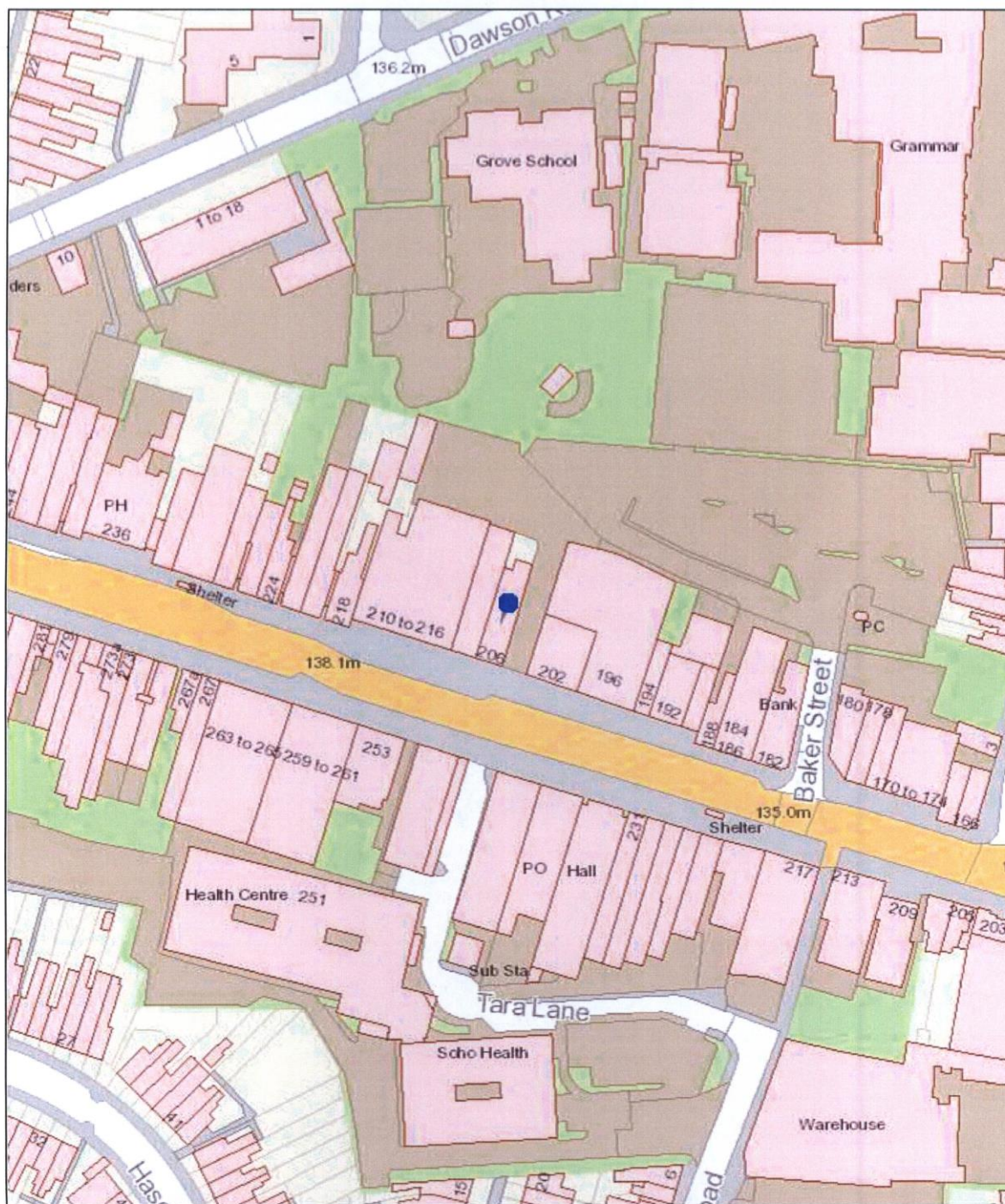
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Scale:  
1:4,000





**Birmingham City Council** Map Created By:

**Notes**

Date of Map Creation: 11/02/2019



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1:1,250

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**Clearance Zone & Post Office, 206 Soho Road, Handsworth, Birmingham,  
B21 9LR**

**Premises Licence application**

Document	Section	Pages
Satellite image of area including local licensed premises	A	1
Summary of trading hours for local licensed premises	B	2 – 3
Summary of history of premises licences	C	4
Licensing induction training	D	5 – 17
Amended Operating Schedule	E	18





# **Clearance Zone & Post Office, 206 Soho Road, Handsworth, Birmingham, B21 9LR**

RSA – retail sale of alcohol

Opening – public opening hours

<b>Clearance Zone &amp; Post Office, 206 Soho Road, Handsworth, Birmingham, B21 9LR</b>						
Activities	Mon	Tues	Wed	Thurs	Fri	Sat
RSA	08.00-20.00	08.00-20.00	08.00-20.00	08.00-20.00	08.00-20.00	08.00-20.00
Opening	08.00-20.00	08.00-20.00	08.00-20.00	08.00-20.00	08.00-20.00	08.00-20.00

<b>Soho Convenience Store, 129 Soho Road</b>						
Activities	Mon	Tues	Wed	Thurs	Fri	Sat
RSA	08.00-23.00	08.00-23.00	08.00-23.00	08.00-23.00	08.00-23.00	08.00-23.00
Opening	Not stated	Not stated	Not stated	Not stated	Not stated	Not stated

<b>International Supermarket, 140-142 Soho Road</b>						
Activities	Mon	Tues	Wed	Thurs	Fri	Sat
RSA	24/7	24/7	24/7	24/7	24/7	24/7
Opening	24/7	24/7	24/7	24/7	24/7	24/7

<b>S&amp;D Supermarket, 169-171 Soho Road</b>						
Activities	Mon	Tues	Wed	Thurs	Fri	Sat
RSA	08.00-23.00	08.00-23.00	08.00-23.00	08.00-23.00	08.00-23.00	08.00-23.00
Opening	Not stated	Not stated	Not stated	Not stated	Not stated	Not stated

<b>Iceland, 210-214 Soho Road</b>						
Activities	Mon	Tues	Wed	Thurs	Fri	Sat
RSA	08.00-23.00	08.00-23.00	08.00-23.00	08.00-23.00	08.00-23.00	08.00-23.00
Opening	08.00-23.00	08.00-23.00	08.00-23.00	08.00-23.00	08.00-23.00	08.00-23.00

<b>S&amp;K Wines, 256 Soho Road</b>						
Activities	Mon	Tues	Wed	Thurs	Fri	Sat
RSA	08.00-23.00	08.00-23.00	08.00-23.00	08.00-23.00	08.00-23.00	08.00-23.00
Opening	Not stated	Not stated	Not stated	Not stated	Not stated	Not stated



<b>Diamond Drinks, 319 Soho Road</b>						
Activities	Mon	Tues	Wed	Thurs	Fri	Sun
RSA	08.00-00.00	08.00-00.00	08.00-00.00	08.00-00.00	08.00-00.00	08.00-00.00
Opening	08.00-00.00	08.00-00.00	08.00-00.00	08.00-00.00	08.00-00.00	08.00-00.00

<b>Gill Supermarket, 330A Soho Road</b>						
Activities	Mon	Tues	Wed	Thurs	Fri	Sun
RSA	08.00-01.00	08.00-01.00	08.00-01.00	08.00-01.00	07.00-01.00	07.00-01.00
Opening	08.00-01.00	08.00-01.00	08.00-01.00	08.00-01.00	07.00-01.00	07.00-01.00

<b>5 Star Supermarket, 333 Soho Road</b>						
Activities	Mon	Tues	Wed	Thurs	Fri	Sun
RSA	08.00-02.00	08.00-02.00	08.00-02.00	08.00-02.00	08.00-02.00	08.00-02.00
Opening	08.00-02.00	08.00-02.00	08.00-02.00	08.00-02.00	08.00-02.00	08.00-02.00

<b>Stop &amp; Save Supermarket, 344 Soho Road</b>						
Activities	Mon	Tues	Wed	Thurs	Fri	Sun
RSA	08.00-23.00	08.00-23.00	08.00-23.00	08.00-23.00	08.00-23.00	08.00-23.00
Opening	08.00-23.00	08.00-23.00	08.00-23.00	08.00-23.00	08.00-23.00	08.00-23.00

<b>Oasis, Supermarket &amp; Off Licence</b>						
Activities	Mon	Tues	Wed	Thurs	Fri	Sun
RSA	24/7	24/7	24/7	24/7	24/7	24/7
Opening	24/7	24/7	24/7	24/7	24/7	24/7

<b>Lidl, 397 Soho Road</b>						
Activities	Mon	Tues	Wed	Thurs	Fri	Sun
RSA	07.00-23.00	07.00-23.00	07.00-23.00	07.00-23.00	07.00-23.00	07.00-23.00
Opening	07.00-23.00	07.00-23.00	07.00-23.00	07.00-23.00	07.00-23.00	07.00-23.00



**Premises Licences along Soho Road (off sales only)**

<b>Premises Licences in existence</b>	<b>End of calendar year...</b>	
10	2005	10 granted, 0 terminated
11	2006	1 granted, 0 terminated
11	2007	0 granted, 0 terminated
13	2008	2 granted, 0 terminated
15	2009	3 granted, 1 terminated
15	2010	1 granted, 1 terminated
14	2011	0 granted, 1 terminated
15	2012	1 granted, 0 terminated
15	2013	1 granted, 1 terminated
11	2014	0 granted, 4 terminated
13 (11)*	2015	2 granted, 0 terminated (2 suspended & remain so)*
14 (12)*	2016	1 granted, 0 terminated
15 (13)*	2017	1 granted, 0 terminated
14 (12)*	2018	0 granted, 1 terminated

# **Staff induction training pack** **for licensing**

**Clearance Zone & Post Office**  
**206 Soho Road**  
**Handsworth**  
**Birmingham**  
**B21 9LR**

This training is for all members involved in selling alcohol and is intended to form part of their induction training.

### **A) Training aim**

To ensure every staff member is trained in:

- The premises' age verification policy;
- Dealing with refusals of sales;
- Preventing proxy purchasing;
- Recognising valid identity documents; and
- Identifying signs of intoxication.

### **B) Trainer brief**

1. Allocate an appropriate time slot to spend with each staff member. A 15 minute minimum is anticipated.
2. Follow the training steps with each staff member – this is to be 'one on one' only.
3. Ensure everyone signs the training sign off sheet at the end of the training and place this with the training records.

### **C) Training - consequences of underage sales /sales to persons who are drunk**

Discuss that under no circumstances can alcohol be sold to persons aged under 18 years or to persons who are drunk.

This is the law and there are no exceptions to these as both are criminal offences.

Staff must therefore take all possible steps to make sure that these do not happen.

Discuss the consequences of allowing such sales to take place at the premises and that preventing such sales is vitally important in promoting the licensing objectives of:

- prevention of crime and disorder;
- public safety;
- prevention of public nuisance; and
- protection of children from harm.

#### **1. Legal implications for Seller of alcohol (i.e. the staff member)**

- Fixed penalty notice (£90) for seller; or
- Prosecution for seller (Court can impose unlimited fine for under aged sales and £1,000 fine for selling alcohol to a drunk person); and/or
- Disciplinary for seller – potentially resulting in dismissal

#### **2. Legal implications for business**

- Prosecution for business; and/or
- Review of premises licence for not promoting the licensing objectives.

It is also a criminal offence to knowingly allow the sale of alcohol to a child or a person who is drunk. This means that if a staff member witnesses a colleague selling alcohol to such a person and did nothing to prevent it then they have also committed an offence.

Vigilance at all times is therefore crucial.

### **D) Training – age restricted products**

Discuss age restricted products sold at the premises and show the trainee where these are located.

<b>Product</b>	<b>Minimum age to buy</b>
Alcohol	18
Cigarettes / tobacco	18
Lottery tickets	16

## **E) Training – prevention of under ages sales**

### **1. Challenge 25 policy**

Discuss the Challenge 25 policy and what this entails i.e. that ID must be checked for customers that look under 25 when selling them alcohol (and other age restricted products such as cigarettes) and that the sale will be refused if no acceptable ID is produced.

All staff must follow the Challenge 25 Scheme without exception.

Point out the Challenge 25 posters around the premises – use this opportunity to review their location and appropriateness.

### **2. What forms of ID are acceptable as proof of age?**

Discuss what forms of ID are acceptable as proof of age. These must contain:

- photo of customer;
- date of birth of customer; and
- either hologram or ultraviolet feature.

Discuss what forms of ID are accepted as proof of ID by the premises:

- passports;
- photo driving licences;
- proof of age scheme cards carrying the PASS hologram; and
- military ID card.

### **3. Checking ID**

Explain that even then the seller must be vigilant that the ID is neither fake nor borrowed (e.g. from an older sibling or friend etc.)

Explain advisable steps to take when ID has been produced:

- compare photo to the person's face – is it a good likeness?;
- check eye colour of the customer matches the photo. Are there any other distinguishing features such as a birth mark or mole?;
- check the date of birth to ensure the customer is over 18. Does the person look to be around the age stated on the ID?;
- check ID is current and valid. If a card, licence or passport has expired then it is not valid ID;
- ask to see other forms of ID e.g. does the signature on a debit or credit card match the signature on the ID produced?;
- can they replicate the signature on the ID without looking at the document?;
- check for tampering. Does the document appear to be of the expected quality and feel? Are there raised edges around the photo indicating a picture has been added on top of the original?;
- signs of fake ID
  - number or words fuzzy or misspelt;
  - photo has red eye;
  - holograms flake when scratched or do not react when tilted in the light; and
  - bubbles under the lamination.

Further tips for checking a driving licence:

- look for the letters DVLA;
- check the surname and numbers are raised;
- ensure the card has a hologram;
- check the driving licence words (the word 'permit' is an indicator of fake); and
- check the date of birth (a person can have a driving licence before 18).

Explain to the staff member that if in doubt, refuse service.

#### **4. Non-UK ID documents**

From time to time staff may need to check ID documents that have been issued by a non-UK country.

Clearly, staff cannot be expected to know what all the passports, driving licences and other ID from around the world look like.

Explain the steps already advised to check that ID is genuine should also be undertaken in these situations.

Explain to the staff member that if in doubt, refuse service.

## **F) Training – prevention of sales of alcohol to persons who are drunk**

### **1. Signs of drunkenness**

Alcohol is always intoxicating. People become more intoxicated when they consume alcohol quicker than their body can expel it.

Explain that there is no legal definition of drunkenness. However, there are many different signs of drunkenness, including but not limited to:

- poor co-ordination;
- changes to normal speech patterns such as
  - slurred speech;
  - talking too loudly;
  - talking too fast;
- slower reactions;
- having difficulty understanding what is being said to them;
- being unable to maintain eye contact;
- unusual walking patterns such as staggering or losing balance easily;
- behaving highly emotional, aggressive, withdrawn or overly affectionate;
- glazed and/or bloodshot eyes;
- heavy sweating;
- smelling strongly of alcohol;
- slowed breathing;
- nausea and vomiting; and
- loss of consciousness.

Explain that if staff believe a person to be drunk then they must not be served any alcohol.

However, it is important to realise that certain illnesses, injuries or disabilities can replicate many of the above signs so a polite approach must always be undertaken.

If it is believed that the person's actions might be due to a medical episode (such as a stroke or hypoglycaemia) then emergency medical assistance should be sought.

### **2. What to do if a person is suspected to be drunk?**

Reiterate that persons suspected of being drunk must be refused service of alcohol and that it is a criminal offence to serve them.

## **G) Training - proxy sales**

### **1. What is a proxy sale?**

Explain that staff should also be alert to the risk of 'proxy sales' that is

- an adult (or other person) buying alcohol or other age restricted product for someone aged under 18 (or under 16 for a lottery ticket).

### **2. Potential signs of proxy purchasing relating to underage persons**

Explain that signs of proxy purchasing relating to underage persons include:

- the buyer passing an alcoholic drink or other age restricted products to someone who appears to be underage;
- a young person choosing an alcoholic drink or other age restricted product that someone else pays for;
- when there are more alcoholic drinks or other age restricted products purchased in one go than there are people of legal age to consume them; and/or
- when you have already refused a sale to a group member and another person from the same group then tries to buy an alcoholic drink or other age restricted product.

### **3. What staff should do?**

Explain that if staff suspect proxy purchasing is taking place then the sale should be refused unless all members of the group can provide acceptable photographic ID in line with the premises' age verification policy.



## **H) Training - refusals**

### **1. Handling refusals**

Explain that refusing service of alcohol (or other age restricted product) to a person suspected of being under 18 and/or drunk must be done in a polite, tactful and professional manner in order to reduce the possibility of the person reacting to the refusal badly.

Staff should:

- remain calm but suitably assertive;
- explain that the law prevents the sale being made and that they may be fined or prosecuted if they did so. If the refusal relates to an underage sale it may assist to point to the Challenge 25 posters; and
- not change their mind once the decision to refuse has been made unless there is a compelling reason to do so.

If the person becomes aggressive then staff should:

- try to keep the service counter or some form of barrier between them and the aggressor;
- use relaxed body language, with open handed gestures;
- avoid prolonged eye contact; and
- seek assistance from an appropriate person be that colleagues or the Police.

### **2. Completing the refusals log**

Demonstrate how to complete the refusals log in the event of a refused sale, including:

- details of the time and date the refusal was made;
- the identity of the staff member refusing the sale; and
- details of the alcohol (or other product) the person attempted to purchase.

Explain this must be completed after every refused sale to prove due diligence in the face of potential prosecutions.

Further, its completion is a condition of the premises licence and therefore a legal requirement and not optional

Explain it should be kept behind the service counter, ideally near the till.

## **I) Reiterate that under 18s must not be sold age restricted products or alcohol sold to someone who is drunk**

Explain that if the shop is caught selling products to underage customers or alcohol to someone who is drunk that the individual seller and business could all be in trouble as covered at the start of the training.

Explain the authorities regularly conduct test purchases to check compliance.

Reinforce that staff should also be alert to the risk of 'proxy sales' – that is an adult (or other person) buying the product on behalf of the under aged person.

Reiterate that if in doubt, refuse the sale.

## **J) Quiz, staff declaration and refresher training**

### **1. Trainee to complete quiz regarding under aged sales**

Print off a copy of the quiz and ask the staff member to complete it.

For any wrong answers provide feedback and ensure errors are understood. If necessary, repeat the relevant section of training again.

If they get more than two answers wrong, take them through the training and quiz again.

Place the completed quiz with the staff member's training records.

### **2. Trainee to complete 'Staff declaration'**

Print off a copy of the 'Staff declaration' and have the trainee read it carefully. Answer any questions they may have.

Request them to add their name and date and sign the form.

Place the completed declaration with the staff member's training records.

### **3. Refresher training**

'Refresher' training in these matters must take place for each staff member at least once every 6 months and records must be kept of this.

This is a legal requirement of the premises licence and so is not optional.

The 'refresher training' process is the same as the initial training provided to a staff member.

## Training sign off sheet – licensing

Premises name	Clearance Zone & Post Office, 206 Soho Road, Handsworth, Birmingham, B21 9LR
---------------	--

[illegible]

## Refusal Book Log Sheet

Name of premises: Clearance Zone & Post Office, 206 Soho Road, Handsworth, Birmingham, B21 9LR

Keep a record of any refusals that occur at the premises

Acceptable proof of age documents

1. passports;
2. photo driving licences;
3. proof of age scheme cards carrying the PASS hologram; and
4. military IDs.

Date	Time	Description of individual refused and reason for refusal	Tried to purchase	ID produced (if any)	Refusal logged by: (print name and sign)	Action taken and outcome	Signed off by DPS or deputy (sign and date)

## Quiz – underage sales of alcohol

Trainee name	
Date	
Premises name	Clearance Zone & Post Office, 206 Soho Road, Birmingham, B21 9LR

Score:
_____ / 10

Circle your answer(s). One point per correct answer.

Question	A	B	C	D
Circle the age restricted products...	Beer/cider	Cigarettes	Wine	Spirits
To buy alcohol, cigarettes and tobacco a person must be aged...	16	17	18	21
If I sell alcohol to an underage person then...	The business could lose its licence	I could be prosecuted	I could lose my job	A, B and C could occur
If I suspect someone is under age I must...	Ask for ID	Ask how old they are	Sell them the product anyway	Call for my manager
The Challenge 25 policy means...	I must request ID from anyone appearing over 25	I must ask for ID from customers at least 25 times per day	I must request ID from anyone appearing under 25	I must accept any one of 25 types of ID if produced
Which of the following is not acceptable ID...	Passport	Birth certificate	Photo driving licence	PASS card
The customer cannot produce any acceptable ID, I must...	Refuse the sale	Accept the ID	Sell them the product anyway	Call for my manager
Signs of possible drunkenness include...	Slurred speech	Unusual walking patterns	Smelling strongly of alcohol	A, B and C
If I believe someone is drunk and they try to buy alcohol I must...	Check their ID	Refuse the sale	Sell them the product anyway	Call for my manager
If I refuse a sale I must...	Take no further action	Ban the customer	Call the police	Complete the refusals log

Trainee signature: \_\_\_\_\_

## Staff declaration

Staff member name	
Premises name	Clearance Zone & Post Office, 206 Soho Road, Handsworth, Birmingham, B21 9LR

The sale of alcohol to a child (a person aged under 18) or to a person who is drunk are offences which may lead to a prosecution. Such a sale could also lead to a Review of the premises licence and could result in the licence being suspended or revoked.

The premises licence holder operates an 'age verification policy', in terms of which you must require production of an acceptable proof-of-age document if you are in any doubt as to whether a person seeking to buy alcohol is less than 25 years of age.

Only the following documents are acceptable for proof-of-age purposes:

- passports;
- photo driving licences; and
- proof of age scheme cards carrying the PASS hologram; and
- military ID.

If no such document is produced or if you have a suspicion that the document presented is not genuine, or has been tampered with or has been altered, then you must refuse the sale.

### Declaration:

**I confirm that I received the training on prevention of under aged sales and prevention of sales of alcohol to persons who are drunk and understand:**

- what age restricted products are sold at the store;
- alcohol and tobacco/cigarettes can only be sold to those over 18 years old;
- lottery tickets can only be sold to those over 16 years old;
- the Challenge 25 policy and what this means;
- what forms of ID are acceptable as proof of age;
- that I must refuse service of alcohol to anyone I believe to be drunk;
- that when I refuse a sale of an age restricted product the refusals log will be completed as soon as reasonably practicable.

**I understand that failure to comply with my training and selling alcohol to a person under 18 (or other age restricted product to an underage person) or selling alcohol to a drunk person will be treated as gross misconduct and may lead to my dismissal from my employment.**

**Signed:** .....

**Name:** .....

**Dated:** .....

## Amended Operating Schedule

Licensing Objective	Origin
<b>Prevention of Crime and Disorder</b>	
CCTV will be installed internally and externally. The CCTV installed will be to the specifications and recommendations of west midlands police. The CCTV images, will always be retained for thirty one days and downloadable on request. CCTV will also be recording at all times the premises is open for licensable activity. CCTV times and dates, will be visible and accurate.	Application
The premises will be fully alarmed including a panic alarm button facility	Application
The Designated Premises Supervisor will ensure that any staff involved in the sale of alcohol will have fully recorded and documented training, including six monthly refresher courses using the on-site licensing manual, in respect of their responsibilities under the Licensing Act 2003, <i>with emphasis on the prevention of sales of alcohol to those under 18 and the prevention of sales of alcohol to those who are drunk.</i> This includes any changes of legislation and also similar training in the usage and chronicled storage of CCTV. All training records will be retained and available on site for inspection at any time.	Application / Revision
<b>Public Safety</b>	
The premises will have an approved commercial fire alarm system	Application
The firefighting equipment will have a maintenance contract	Application
Both commercial emergency lighting and smoke detectors will be also installed	Application
<b>Prevention of Public Nuisance</b>	
The designated premises supervisor and the staff, will at all times be vigilant in relation to any litter issues.	Application
<b>Protection of Children from Harm</b>	
Premises will operate a proof of age scheme via acceptable forms of identification and incorporating 'the Challenge 25' policy, with appropriately sited laminated A4 posters and also till prompts	Application
A sales refusal and incident book will be fully maintained and available for inspection at any time. It will also be signed off weekly by the designated premises supervisor.	Application
Non-alcoholic / soft drinks, crisps and confectionery will be situated away from the alcohol display area.	Application
Any alcohol displayed will not be obstructed from the view of the sales assistants.	Application

Proposed extra steps to promote the licensing objectives	Origin
The premises will not sell lagers or ciders above 5.5% ABV	New
A litter bin to be placed within the premises in a location clearly visible to customers.	New
Spirits will be stocked behind the sales counter.	New





OFFICIAL – (when complete)

MG11

**WITNESS STATEMENT****Criminal Procedure Rules, r 27.2; Criminal Justice Act 1967, s. 9; Magistrates' Courts Act 1980, s.5B**Crime No. URN 


Statement of Iftekhar AHMED

Age if under 18 Over 18 (if over 18 insert "over 18")

Occupation Neighbourhood policing manager

This statement (consisting of 2 page(s) each signed by me) is true to the best of my knowledge and belief and I make it knowing that, if it is tendered in evidence, I shall be liable to prosecution if I have wilfully stated in it anything which I know to be false, or do not believe to be true.

Signature: I.AHMED (witness)

 inv 2352 Date 26/02/19
Tick if witness evidence is visually recorded ☐ (supply witness details on rear)

I am a neighbourhood policing manager responsible for Perry Barr constituency which covers, Handsworth, Birchfield, Lozells, Oscott, Handsworth wood and Perry Barr wards. Handsworth ward which covers Soho road is by far my busiest area and outside Broad street is the second highest crime and anti social behaviour hot spot for Birmingham West neighbourhood policing unit.

I have been in post nearly twelve months and when I arrived I was getting daily complaints from residents, shop keepers, local businesses's and the business improvement district of anti social behaviour associated with street drinkers, aggressive begging, street prostitution during the day and violence including robbery.

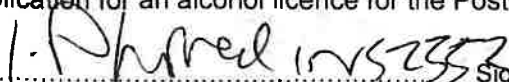
During my patrols along the Soho road I would see examples of the above issues on a daily basis. This was compounded by stakeholders who reported the same during public meetings. I felt it was a position which could no longer continue as it was impacting on total recorded crime crime and trust and confidence in policing.

My immediate plan was to nominate two police officers and three Police community support officers to change their shifts and and work the core business hours to ensure a consistency of approach and some real ownership of the issues. During the last three months of 2018 we saw a dramatic improvement in the street scene and we issued 25 signposting letters to divert away homeless beggars. Ten community protection notices were issued to tackle the persistant beggars. One criminal behaviour order was applied for one of our aggressive beggars. Ten public space protection notices were issued for street drinkers of alcohol and alchcohol was confiscated on a daily basis. The majority of issues occurred along the middle section of Soho road from Thornhill road junction to Booth lane junction.

Street drinking and prostitution continues to be a problem on most days and if we don't put officers in the key locations then these issues will quickly return.

In regards an application for an alcohol licence for the Post Office on Soho road I as the neighbourhood

Signature

 inv 2352

Signature witnessed by .....

03/2016

OFFICIAL – (when complete)

OFFICIAL – (when complete)

MG11

Crime No.

URN

Statement of Iftekhar AHMED

policing manager would object to this as I would attribute the majority of my issues to alcohol related offending and having alcohol available at a Post office where benefits are claimed is likely to increase the temptation to spend monies on alcohol which will exacerbate the situation.

An overview of my crime in the last twelve months as 26/2/18 -26/2/19 Grand total of offences Handsworth ward and 272 & Soho ward 266 Totalling 539 offences across both wards. I would therefore object to this application for an alcohol licence being granted.

*I. Ahmed*

Signature .....

Signature witnessed by .....

03/2016

OFFICIAL – (when complete)