



Our Ref 639/16

Licensing Dept
Royal Borough of Greenwich
Woolwich Centre
35 Wellington Street
Woolwich
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**Borough Police Licensing Unit
RG**

The Woolwich Centre
35 Wellington Street
Woolwich
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Date 13/10/2016

Post Office
6 Arnott Close SE28

Dear Sirs,

I write to acknowledge receipt of an application under Section 17 of the Licensing Act 2003 for the grant of a Premises Licence at the above location.

The applicant seeks the sale of alcohol Monday - Sunday 0600 - 2100. The hours of opening being reflect the hours applied to sell alcohol.

Greenwich Police Licensing thank the applicant for their initial suggestions to promote the licensing objectives, however, those suggested fall below what is expected by Greenwich Police Licensing and the Royal borough of Greenwich. Especially considering that this premise is in a parade of shops whereby two other premises sell alcohol and is in an area that is blighted by anti social behaviour and street drinkers. The area is also frequented by school age children.

In addition the hours applied for are not appropriate for a post office. Greenwich Police Licensing object to the application on the protection of children from harm objective and crime and disorder. We suggest that the licensable hours be reduced from 0600 - 2100 to 0900 - 2100. Also during any time that the post office is open but alcohol is not sold than the alcohol should be covered (as detailed in conditions below).

Greenwich Police Licensing would require the following Licence Conditions to be undertaken as a minimum to fully promote the Licensing Objectives. I appreciate that some of these are offered already by the applicant.

- The Challenge 25/Think 25 proof of age scheme shall be operated at the premises. All customers who appear under the age of 25 will be challenged to prove that they are over 18 when attempting to purchase alcohol. Acceptable forms of ID include a photo driving licence, passport, or home office approved identity card bearing the holographic 'PASS' mark. If the person seeking alcohol is unable to produce an acceptable form of identification, no sale or supply of alcohol shall be made to or for that person.
- All staff shall be trained in the law about the sale of alcohol. Such training will include challenging every individual who appears to be under 25 years of age and to refuse service where individuals cannot produce acceptable means of identification, acceptable forms of ID and using the refusal register. Such training (including any

refresher training) will be logged and provided not less than every six months. The training log will be made available for inspection by Police and “authorised persons”

- A refusals log must be kept at the premises, and made immediately available on request to the police or an "authorised person". The refusals log is to be inspected on a monthly basis by the DPS and noted in the log and a record made in the log of any actions that appear to be needed to protect young people from harm. The log must record all refused sales of alcohol and include the following.
 - a. the identity of the member of staff who refused the sale
 - b. the date and time of the refusal
 - c. the alcohol requested and reason for refusal
 - d. description of the person refused alcohol

- The following posters shall be displayed conspicuously on the premises in customer facing areas:
 - ‘Think 25’ or similar poster to advise potential purchasers that suitable proof of age will be required for all purchasers who appear to be under 25.
 - ‘It’s A Crime’ or similar poster intended to warn adults not to buy alcohol for those under 18 years-of-age.

- The Premises Licence Holder will ensure that legible copies of the receipts for all alcohol goods purchased will be retained on the premises for at least 6 months and be made immediately available on request to the police or an "authorised person". The documents must include the following details:
 - i. Seller’s name and geographical address
 - ii. Seller’s company details, if applicable
 - iii. Seller’s VAT details, if applicable
 - iv. Vehicle registration detail, if applicable

- The Premises Licence Holder shall not purchase any alcohol goods from door to door sellers.

- A CCTV recording system shall be installed that is compliant with, and capable of, capturing an image of evidential standards. The system shall continually record whilst the venue is open for licensable activity and/or when customers are present on the premises. All CCTV recordings shall be time- & date-stamped and maintained for a minimum of thirty-one (31) days. Cameras shall be installed so as to cover both internal and external areas of the premises. At least one camera shall cover ingress/egress points.

- Staff shall be fully trained in the operation of the CCTV system and there shall be at least one member of staff on duty during trading hours who is able to provide copies of CCTV recordings to the Police and authorised officers of the Local Authority. Such copies shall, in any event, be provided within forty-eight (48) hours.

- Notices shall be displayed advising that CCTV is in operation.

- When CCTV is not operating, no supply of alcohol shall be made on the premises

- Alcohol shall not be sold in an open container or consumed in the licensed premises.

- There shall be no self-service of spirits. All spirits shall be displayed for sale behind the counter.
- No more than 30% of the available display space at the premises shall be given over to the display of alcohol.
- No beer, lager or cider with an ABV of above **6.5%** shall be sold at the premises, except for 'premium' product lines pre-agreed in writing with the Police and an RBG Licensing Officer in advance of such product being stocked. Copies of the written permission issued for the agreed 'premium' lines shall be kept at the premises and made available on request to the police and other officers of responsible authorities.
- Signage requesting customers to respect local residents and leave the premises quietly shall be displayed at each exit.
- Outside of Licensing hours, all alcohol to be covered by an opaque curtain obscuring the view of the alcohol thereby removing it from sale.

Should you wish to discuss anything mentioned, please do not hesitate to contact this office.

Yours Faithfully

PC Kate Ellen 136RG
Greenwich Licensing Officer