



GUILDFORD
BOROUGH

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The Licensing Officer
Guildford Borough Council
Millmead House
Millmead
Guildford
GU2 4BB

Our Ref: LA03/New/Meat Ends Meat
Your Ref:
Contact: Mike Smith
Direct Line: 01483 444387
Email: mike.smith@guildford.gov.uk

Wednesday 25 November 2020

Dear Sir,

**Licensing Act 2003 - Application for a Premises Licence
Meat Ends Meat, Egerton Road, Guildford, Surrey**

Guildford Borough Council, the Licensing Authority, acting as its capacity as a Responsible Authority under the Licensing Act 2003 are making representation in connection to the application made by Mr Durmus for a new premises licence under reasons of crime and disorder, public safety and public nuisance.

By way of background, whilst not associated with the current applicant, there have been at least one kebab van trading in the location for over 10 years, however the Licensing service has revoked two Street Trading Consents belonging to two different previous licence holders as they did not comply with conditions attached to their consents or premises licences which placed staff and the public at risk.

The location of Egerton Road, next to the Royal Surrey, large Tesco Superstore, University of Surrey Campus and close to the A3 is a strategic location for both the day time economy and night time economy. Historically the van is very popular with customers after a night out in Guildford. Fundamentally, dispersal from Guildford after a night out is not just an important priority for the Police, but also wider partners including the Council as it seeks to reduce incidents of crime and disorder through a number of mechanisms, including the Purple Flag award, Safer Guildford Partnership and naturally the licensing process.

Through its licensing policy, the Council sets out at paragraphs 6.4 and 6.5 that it is important that applications properly address the four licensing objectives by providing as much detail as possible on the application form, and that the application must be supported by a comprehensive operating schedule. This schedule must specify the steps which the applicant proposes to take in order to promote each of the licensing objectives. The Policy reinforces the importances of the operating schedule at paragraphs 12.3 to 12.5 which states:

- 12.3 The operating schedule forms the basis of any conditions placed on a licence other than those which are mandatory. It provides valuable information to interested parties and responsible authorities assisting their assessment of the impact of the licensed activity on the licensing objectives and provides information about how the applicant will address these issues. It is likely to form the basis of any decision to submit a representation against the application.
- 12.4 Providing as much information as possible in the operating schedule demonstrates that the applicant has seriously considered the issues, is aware of their duty to promote the licensing objectives at all times and is aware of how this may be best achieved.
- 12.5 The Licensing Authority considers the effective and responsible management of the premises, including instruction, training and supervision of staff and the adoption of best



practice to be amongst the most essential control measures for the achievement of the licensing objectives. For this reason, these measures should be specifically considered, detailed and addressed within an applicant's operating schedule.

Furthermore, the Council's Licensing Policy provides guidance at paragraph 12.2.1 and 12.4.1 that operators of late night refreshment venues are expected to have operating schedules to satisfactorily address the risks of crime and disorder, public nuisance and any other potential issues.

The Council's Licensing Policy also sets out at paragraph 4.1 that any individual has the right to make an application to undertake activities, and have their application considered on its merits. It is clear that there is likely to be a demand for a kebab van at the location applied for, as at least one van has operated for many years and the Licensing Service does not wish to deter new applicants into business at what is an incredibly difficult time for many.

However in making this application, Mr Durmus has not included any detail in his operating schedule about how he intends to manage the activity of late night refreshment. Late night takeaways are traditionally well known flash points for incidents after bars and clubs close as there is always potential for disorder or safety concerns if premises has not considered the risks arising from their operation, or are not managed properly. It is clear through not providing any information in his operating schedule that Mr Durmus has not considered these risks which will potentially cause disorder, nuisance and impact on safety if not managed properly. This is evidenced through many of the existing premises licensed for late night refreshment being well run through having comprehensive conditions attached to their premises licences around security, CCTV, staff training etc in order to manage the potential issues arising from customers accessing the premises after a night out late at night.

As such, the Licensing Service, in its capacity as a responsible authority, wishes to make a representation to this application. This is so that appropriate conditions requiring the applicant to have regard and undertake measures which promote the licensing objectives can be imposed upon the premises licence so that the risks arising from the operation of a late night refreshment van can be mitigated and this van can contribute to a safe night out for the residents of Guildford.

In order to assist the applicant and Sub-committee in its determinations, there have been two premises licences covering a van at this location in the recent past, GUPLA0621 and GUPLA0655, both of which had similar conditions relating to pertinent issues such as management and CCTV:

Conditions attached to GUPLA0621:

1. The Site will be kept clean and tidy of all rubbish and waste and will be cleaned up every two hours during trading. Waste bins will be provided and all waste will be taken away from the site.
2. Customers will be asked to Queue in an orderly fashion, and reminded to keep noise to a minimum.
3. All staff are covered by a basic hygiene certificate.
4. The mobile food van to comply with Environmental Health regulations.
5. Appropriate fire safety equipment shall be kept on the premises, and regularly maintained, with a maintenance records kept available for inspection on request.
6. The licence holder shall ensure that:
 - a. a CCTV system is installed on the premises to the satisfaction of Surrey Police and the Licensing Authority and
 - b. monthly maintenance checks are carried out on the CCTV and
 - c. the CCTV system is operational when the premises are open to the public and a member of staff who is capable of operating the system is present at all times and
 - d. all CCTV footage is retained for a minimum period of 30 days and



- e. make the footage available to an authorised officer of a responsible authority upon request for viewing immediately or in a format that can be down loaded, within 24 hours, and
 - f. clear signs are in place informing customers that CCTV is in operation
7. The licence holder shall prominently display notices at the premises requesting customers to respect their neighbours and leave quietly.

Conditions attached to GUPLA0655:

The licence holder shall ensure that:

1. strong management control and effective training of staff are in place. This training shall include relevant qualifications and environmental health requirements, the premises licence conditions and the promotion of the licensing objectives. A comprehensive record of this staff training shall be kept by the licence holder and made available, on reasonable request, to an authorised officer of a responsible authority;
2. a CCTV system in good working order is installed on the premises and
 - a. regular maintenance checks are carried out on the CCTV and
 - b. the CCTV system is operational when the premises are open to the public and a member of staff who is capable of operating the system is present at all times and
 - c. the CCTV system covers all points of access or egress to the premises and the serving hatch and
 - d. the footage will be of suitable quality to be able to identify customers and
 - e. all CCTV footage is retained for a minimum period of 7 days and
 - f. make the footage available to an authorised officer of a responsible authority upon request for viewing immediately or in a format that can be down loaded, within 24 hours;
3. clear, legible and conspicuous notices are displayed setting out the permitted hours and warning customers of the potential criminal activity such as theft;
4. the premises has sufficient internal and external lighting which is directed where necessary to prevent disturbing nearby properties;
5. the vehicle and all equipment therein is well maintained in good working order and safe condition;
6. the times of any deliveries to or from the premises are managed to prevent nuisance or disturbance;
7. adequate waste receptacles for use by customers are in place and regularly emptied. Any waste, including liquid waste, shall be removed from the site and disposed of responsibly.

If you have any questions please do not hesitate to contact me.

Yours faithfully,

Mike Smith
Licensing Team Leader
Guildford Borough Council