

Notice of Meeting

LICENSING SUB-COMMITTEE

**Thursday, 11 November 2021 - 11:15 am
Council Chamber, Town Hall, Barking**

Members: Cllr Faraaz Shaukat (Chair), Cllr Adegboyega Oluwole and Cllr Lynda Rice

Date of publication: 3 November 2021

Chris Naylor
Chief Executive

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Please note that this meeting will be webcast and members of the press and public are encouraged to view the proceedings via this method due to COVID-19 restrictions. Those wishing to attend the meeting in person must provide evidence of a negative Lateral Flow Test on arrival and wear a face mask at all times, including while seated in the public gallery on the second floor of the Town Hall. To view the webcast click [here](#) and select the relevant meeting (the weblink will be available at least 24-hours before the meeting).

AGENDA

- 1. Apologies for Absence**
- 2. Declaration of Members' Interests**

In accordance with the Council's Constitution, Members are asked to declare any interest they may have in any matter which is to be considered at this meeting.

LICENSING MATTERS

The following are to be heard under the Licensing Act 2003 in line with relevant procedure.

Licensing Policy and Statutory Guidance April 2018

Premises Licence Applications and Variations - Procedure

Ward

3. **Licensing Act 2003 - Sweet London, 62a Longbridge Road, Barking IG11 8RT (Pages 7 - 93)**
4. **Any other public items which the Chair decides are urgent**
5. **To consider whether it would be appropriate to pass a resolution to exclude the public and press from the remainder of the meeting due to the nature of the business to be transacted.**

Abbey

Private Business

The public and press have a legal right to attend Council meetings such as the Licensing Sub-Committee, except where business is confidential or certain other sensitive information is to be discussed. The list below shows why items are in the private part of the agenda, with reference to the relevant legislation (the relevant paragraph of Part 1 of Schedule 12A of the Local Government Act 1972 as amended). ***There are no such items at the time of preparing this agenda.***

6. **Any other confidential or exempt items which the Chair decides are urgent**

Our Vision for Barking and Dagenham

ONE BOROUGH; ONE COMMUNITY; NO-ONE LEFT BEHIND

Our Priorities

Participation and Engagement

- To collaboratively build the foundations, platforms and networks that enable greater participation by:
 - Building capacity in and with the social sector to improve cross-sector collaboration
 - Developing opportunities to meaningfully participate across the Borough to improve individual agency and social networks
 - Facilitating democratic participation to create a more engaged, trusted and responsive democracy
- To design relational practices into the Council's activity and to focus that activity on the root causes of poverty and deprivation by:
 - Embedding our participatory principles across the Council's activity
 - Focusing our participatory activity on some of the root causes of poverty

Prevention, Independence and Resilience

- Working together with partners to deliver improved outcomes for children, families and adults
- Providing safe, innovative, strength-based and sustainable practice in all preventative and statutory services
- Every child gets the best start in life
- All children can attend and achieve in inclusive, good quality local schools
- More young people are supported to achieve success in adulthood through higher, further education and access to employment
- More children and young people in care find permanent, safe and stable homes
- All care leavers can access a good, enhanced local offer that meets their health, education, housing and employment needs
- Young people and vulnerable adults are safeguarded in the context of their families, peers, schools and communities

- Our children, young people, and their communities' benefit from a whole systems approach to tackling the impact of knife crime
- Zero tolerance to domestic abuse drives local action that tackles underlying causes, challenges perpetrators and empowers survivors
- All residents with a disability can access from birth, transition to, and in adulthood support that is seamless, personalised and enables them to thrive and contribute to their communities. Families with children who have Special Educational Needs or Disabilities (SEND) can access a good local offer in their communities that enables them independence and to live their lives to the full
- Children, young people and adults can better access social, emotional and mental wellbeing support - including loneliness reduction - in their communities
- All vulnerable adults are supported to access good quality, sustainable care that enables safety, independence, choice and control
- All vulnerable older people can access timely, purposeful integrated care in their communities that helps keep them safe and independent for longer, and in their own homes
- Effective use of public health interventions to reduce health inequalities

Inclusive Growth

- Homes: For local people and other working Londoners
- Jobs: A thriving and inclusive local economy
- Places: Aspirational and resilient places
- Environment: Becoming the green capital of the capital

Well Run Organisation

- Delivers value for money for the taxpayer
- Employs capable and values-driven staff, demonstrating excellent people management
- Enables democratic participation, works relationally and is transparent
- Puts the customer at the heart of what it does
- Is equipped and has the capability to deliver its vision

Licensing Policy and Statutory Guidance

LBBB LICENSING POLICY

<https://www.lbbd.gov.uk/sites/default/files/attachments/Licensing-Act-2003-Policy-2017-22.pdf>

APRIL 2018 AMENDED STATUTORY GUIDANCE – S182 OF THE LICENSING ACT 2003

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/702660/Revised_guidance_issued_under_section_182_of_the_Licensing_Act_2003_April_2018_.pdf

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**Licensing and Regulatory Sub Committee
Procedure for Premises Licence Applications (and Variations)**

1. All Parties shall introduce themselves.
2. The Chair will ask all parties to note this Procedure.
3. The Licensing Officer will present the application.
4. Members of the Sub Committee may ask questions of clarification of the Licensing Officer.
5. Objectors to the application who have made valid representations, their representatives and/or any witnesses they wish to call, will be invited to speak. Statutory consultees (e.g. the Police, Fire Brigade etc.) will be invited to speak before any other objectors to the application. In the case of members of the public and other interested parties (for example, elected representatives acting on behalf of their constituents or interested organisations, etc.) who have made valid representations, it is desirable that they give notice of their intention to speak by 12.00 noon on the day before the Sub Committee meeting. Statutory consultees who have made valid representations are not required to register to speak at the meeting.
6. The Sub Committee Members may, through the Chair, ask questions of the objectors, their representatives and witnesses.
7. The Legal Adviser to the Sub Committee may ask questions of the objectors, their representatives or witnesses for the purpose of clarifying points for the Sub Committee.
8. The Applicant may ask questions of the objectors, their representatives and any witnesses present to support the objections, if permitted by the Chair.
9. The Applicant shall put their case for the granting of the application forward/ respond to the objections.
10. The Sub Committee Members may, through the Chair, ask questions of the Applicant, their representative and any witnesses present to support the application.
11. The Legal Adviser to the Licensing Committee may ask questions of the Applicant, their representative and any witnesses for the purpose of clarifying points for the Sub Committee.
12. The Objectors and their representatives may ask questions of the Applicant, their representative and any witnesses present to support the application, if permitted by the Chair.
13. The Objectors will sum up, if they wish (a time limit of 3 minutes shall apply).
14. The Applicant will sum up, if they wish (a time limit of 3 minutes shall apply).

15. The Sub Committee will retire to consider its decision in private; however, the Sub Committee's Legal Adviser and the Governance Officer may remain present during the deliberations. If during the deliberations, the Sub-Committee have a point of clarification they wish to request from any party, all parties must be present when the clarification is sought.
16. On returning, the Chair will announce the decision of the Sub Committee.

Notes

- Sub Committee Members should commit to stay for the duration of the meeting in order to ensure that the required quorum is maintained, and the business is transacted.
- While each application is considered, Sub Committee Members should be in attendance for the entire period and should not leave the room at any time without the express permission of the Chair. With the Chair's agreement, the meeting will be adjourned until all Members are ready to recommence the hearing. Any Member leaving the meeting while it is ongoing will be precluded from any further involvement in that application.
- A Sub Committee Member arriving late will not be able to take part in the consideration and decision-making process for any application to which he/she has not been in attendance for the entire period.
- The Council Licensing Policy for Licensing Act 2003 applications requires that Members of the Sub Committee will not hear cases that relate to premises in their own Ward.

LICENSING SUB COMMITTEE

11 November 2021

Title: Licensing Act 2003 – Sweet London, 62a Longbridge Road, Barking IG11 8RT	
Open Report	For Decision
Ward Affected: Abbey	Key Decision: No
Report Author: Theo Lamptey, Service Manager Public Protection	Contact Details: E-mail: theo.lamptey@lbbd.gov.uk
Accountable Director: Andy Opie, Operational Director, Enforcement Services	
Accountable Strategic Director: Fiona Taylor, Strategic Director, Law and Governance	
Summary	
<p>An application has been received from Rraman Gjana for a variation of the existing premises licence in respect of the premises known as Sweet London, 62a Longbridge Road, Barking, IG11 8RT. The application is opposed by four responsible authorities.</p> <p>The matter is put to the Licensing Sub-Committee for determination at a public hearing, accordingly.</p>	
Recommendation	
<p>That the Sub-Committee considers this report and appendices together with any oral submissions given at the hearing.</p>	

1. Introduction and Background

- 1.1 The Licensing Act 2003 establishes the national licensing regime for the following licensable activities:
- The sale and supply of alcohol;
 - The provision of regulated entertainment; and
 - The provision of late-night refreshment.
- 1.2 Under this regime, the Council, as the local licensing authority for its area, is responsible for licensing premises to provide any of the licensable activities under a 'premises licence'. Where a premises licence includes the sale and supply of alcohol, then a Designated Premises Supervisor (DPS) must be incorporated onto the licence, holding a personal licence.
- 1.3 Applications for premises licences are subject of public consultation and consultation with a range of expert 'responsible authorities' named in the Act. It is open to any responsible authority or other person to raise concerns regarding an application as representations.

- 1.4 If no representations are received the application is granted as sought, subject to mandatory licence conditions and conditions reflecting the management controls proposed by the applicant under the operating schedule contained in the application. Where representations are received the application becomes subject of a conciliation process. If conciliation is successful in finding an agreed, negotiated outcome then the application may be granted subject to the agreements reached. If conciliation is unsuccessful then the application must be determined at a public hearing by the Council's Licensing Sub-Committee.
- 1.5 When carrying out its licensing duties, a local licensing authority must have regard to:
- The Act and associated secondary regulations;
 - Guidance for local licensing authorities issued by the Home Office (current version published April 2017); and
 - The Authority's own Statement of Licensing Policy (current version published March 2017).
- 1.6 The Authority must also aim to promote the four licensing objectives:
- The prevention of crime and disorder;
 - Public safety;
 - The prevention of public nuisance; and
 - The protection of children from harm.
- 1.7 Premises licences generally continue for the life of the business or operation concerned but they may be reviewed at any time by any one of the named responsible authorities under the Act or an 'other person'.

2. Matters for Consideration

- 2.1 On 28 August 2021, an application was made by Mr Rraman Gjana for a variation of the existing premises licence in respect of the premises trading as Sweet London, 62a Longbridge Road, Barking, IG11 8RT.
- 2.2 The variation application seeks to extend the premises licence, which currently covers the front of house bar and restaurant, also, to apply to the premises new rear extension, while adding regulated entertainment and making changes to the licensed hours. A copy of the variation application is attached as Appendix A1, and a copy of the proposed plan is attached as Appendix A2.
- 2.3 A summary of the current premises licence includes the sale of alcohol for consumption both on and off the premises as follows:
- The retail sale of alcohol for consumption both on and off the premises from 11.00 to 02.00 on the day following each day of the week;
 - Recorded music from 11.00 to 15.00 and then from 16.00 to 02.00 on the day following seven days each day of the week;
 - Late night refreshment from 23.00 to 02.00 on the day following each day of the week; and
 - Opening hours from 06.00 to 14.00 and then from 17.00 to 02.00 on the day following each day of the week.

2.4 The Variation seeks to:

- Amend the licensed hours for the retail sale of alcohol both on and off the premises to begin at 08.00 and continue through to 02.00 each day of the week (adding three hours at the beginning of each day);
- Amend the licensed hours for recorded music to begin at 08.00 and continue through to 02.00 each day of the week (adding three hours at the beginning of the day and an additional hour in the middle of the day);
- Add the licensable activity of live music from 08.00 through to 02.00 each day of the week (previously not on the licence);
- Add the licensable activity of performance of dance from 08.00 through to 02.00 each day of the week (previously not on the licence);
- The provision of late-night refreshment through to 02.00 each day of the week (as per the current licence);
- Amend the opening hours from 08.00 to 02.00 each day of the week (bringing back the opening hour by two hours but enabling the premises to stay open during the middle of the day); and
- Apply the proposed licensable activities and operating hours set out above to the rear extension of the premises.

2.5 The operating schedule (Part M of Appendix A1) provided with the variation application proposes a range of conditions, including:

- CCTV provision;
- Challenge 25 age verification scheme;
- Staff training with refresher training at 6 monthly intervals;
- Incident book;
- Accident book;
- Notices asking customers to leave quietly; and
- Unaccompanied children below 16 years of age not to be admitted.

2.6 The Licence Holder and applicant, Mr Gjana also acts as the Designated Premises Supervisor under the licence.

2.7 A copy of the current premises licence is attached as Appendix B.

3. Other representations

3.1 Representations have been received from four Responsible Authorities, namely the Council's Licensing Authority Responsible Authority Officer, Metropolitan Police Licensing Officer, the Council's Health and Safety Officer and the Council's Environmental Noise Officer.

3.2 The Licensing Authority Responsible Authority Officer has made a representation under the licensing objectives of the prevention of crime and disorder, and prevention of nuisance. The concerns raised relate primarily to the extension of the licence to the rear extension. This representation is attached as Appendix C.

3.3 The Metropolitan Police Licensing Officer representation is made under the licensing objectives of the prevention of crime and disorder, and the prevention of nuisance.

Again, the concerns relate primarily to the extension of the licence to the rear extension. This representation is attached as Appendix D.

- 3.4 The Council's Health and Safety Officer has also made a representation concerning matters of compliance of the rear extension of the premises under the smokefree workplace regulations. This representation, which deals principally with matters of public health, is not made under one of the four licensing objectives, but is included as relevant context. This representation is attached as Appendix E.
- 3.5 The Council's Environmental Noise Officer representation is not made under one of the four licensing objectives, but supports the application on the basis of an additional condition being added to the licence and is attached as Appendix F.

4. Conciliation

- 4.1 There was discussion between the applicant and the responsible authorities' officers, namely Licensing Officer, Police Licensing Officer and Health and Safety officers. However, no agreement was reached during the discussion.

5. The Premises Operating History

- 5.1 The premises has been licenced to Mr Gjana since 2017.
- 5.2 On 27 April 2021, under "THE HEALTH PROTECTION (CORONAVIRUS, RESTRICTIONS) (ENGLAND) (NO. 3) REGULATIONS 2020 (No.2020/750), REGULATION 4(1)", a direction notice was served against the premises owner and considered appropriate in the circumstances due to the supply of shisha to customers, contrary to the above regulations, and due to a lack of social distancing or safe grouped seating arrangements at the premises. A copy of the notice is attached as Appendix G.

The Rear Extension to the Premises and Smokefree Workplace Regulations

- 5.3 The rear extension to the premises has been constructed as a smoking shelter and shisha lounge. It is currently used for this purpose. The extension is built onto the back of the main premises with solid construction walls and roof but with what is understood to be a 1.5m gap running around three sides of the extension.
- 5.4 Under the current smokefree legislation, all public enclosed or substantially closed areas / premises fall into the No Smoking allowed category. A premise or structure is considered substantially enclosed if it has a ceiling or roof but there is an opening or aggregate area of openings in the walls which is less than half of the total area of the walls, including other structures that serve the purpose of walls and constitute the perimeter of the premise. This is called the '50% rule'.
- 5.5 On 29 April 2021, the Council's Health and Safety Officer confirmed to Mr Gjana that the rear extension is 'substantially enclosed' and smoking was not permitted. The officer notes that based on visual inspection, it was evident that the wall space was larger than the opening and that the 50% rule had been misinterpreted.

5.6 Mr Gjana currently contests this view, stating the premises was constructed to specification based on calculations and the situation is currently unresolved.

Fire Safety

5.7 As part of the application, the applicant has provided a copy of a fire risk assessment report compiled by TK Fire Risk-Assessment UK Ltd on 23 September 2021.

5.8 In general, the report states that the risk to life from fire at the premises is moderate.

5.9 The report states that under a moderate risk, it is essential that steps are taken to reduce the risk and that risk reduction measures should be implemented within a 6-month period.

5.10 Works highlighted as necessary include the rehangng of the final exit doors from the rear extension so as to open in the direction of escape, together with fitting of panic bars, as well as works to protect escape routes and to fire doors in the premises. The Fire Risk Assessment Report is attached as Appendix H.

5.11 Mr Gjana has been asked to provide a copy of the programme of works to reduce the risk at the premises. This is still pending.

Map and Photos

- A map of the local area is attached as Appendix I.
- Photos of the exterior of the premises are included in the representation from the Council's Environmental Noise Officer, as seen in Appendix F.

6 The Options open to the Sub-Committee

6.1 Having had regard to all relevant matters and taken all relevant information into account, the Sub-Committee may decide to:

- Modify the conditions of the premises licence;
- Exclude the sale of alcohol by retail from the scope of the licence;
- Remove the Designated Premises Supervisor from the licence;
- Suspend the licence for a period not exceeding three months;
- Revoke the licence.

7 Consultation

7.1 The application has been advertised in accordance with the normal procedures. This includes a copy of a public notice being placed in a local newspaper, a similar notice displayed at the premises and information on the Council's website. Delays in complying fully with the requirements for advertisement did delay this application being determined, but these requirements are now met.

8. Legal Implications

Implications completed by Simon Scrowther, Litigation Lawyer, Corporate Legal

The London Borough of Barking and Dagenham, as Licensing Authority under the Licensing Act 2003 and subordinate legislation, is empowered to determine applications of this nature.

Appendices to this Report:

Appendix A – Variation Application (A1) and Proposed Plan (A2)

Appendix B – Current Premises Licence

Appendix C – Representation from the Licensing Authority Responsible Authority Officer

Appendix D – Representation from the Metropolitan Police Licensing Officer

Appendix E – Representation from the Council's Health and Safety Officer

Appendix F – Representation from the Council's Environmental Noise Officer

Appendix G – Direction Notice

Appendix H – Fire Risk Assessment Report

Appendix I – Map of the local area

Application to vary a premises licence 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 Rraman Gjana

(Insert name(s) of applicant)

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 6974
--

Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description 62a Longbridge rd, Barking			
Post town	London	Postcode	IG11 8RT

Telephone number at premises (if any)	02082625172
Non-domestic rateable value of premises	

Part 2 – Applicant details

Daytime contact telephone number			
E-mail address (optional)			
Current postal address if different from premises address	62a Longbridge rd, Barking		
Post town	London	Postcode	IG11 8RT

Part 3 - Variation

Please tick as appropriate

Do you want the proposed variation to have effect as soon as possible? Yes No

If not, from what date do you want the variation to take effect?

DD	MM	YYYY
<input type="text"/>	<input type="text"/>	<input type="text"/>

Do you want the proposed variation to have effect in relation to the introduction of the late night levy? (Please see guidance note 1) Yes No

Please describe briefly the nature of the proposed variation (Please see guidance note 2)
Late night refreshments, recorded music and alcohol serving throughout all premises including rear extension of the building within its opening hours Monday-Sunday 8:00-2:00 o'clock.

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:

N/A

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 see guidance note 3) | Please tick all that apply |
|---|-------------------------------------|
| 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 type="checkbox"/> |
| h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H) | <input type="checkbox"/> |

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

Plays Standard days and timings (please read guidance note 8)			Will the performance of a play take place <u>indoors or outdoors or both – please tick</u> (please read guidance note 4)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish		Both	<input type="checkbox"/>
Mon			<u>Please give further details here</u> (please read guidance note 5)		
Tue			<u>State any seasonal variations for performing plays</u> (please read guidance note 6)		
Wed			<u>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</u> (please read guidance note 7)		
Thur					
Fri					
Sat					
Sun					

B

Films Standard days and timings (please read guidance note 8)			<u>Will the exhibition of films take place indoors or outdoors or both – please tick</u> (please read guidance note 4)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<u>Please give further details here</u> (please read guidance note 5)		
Tue					
Wed			<u>State any seasonal variations for the exhibition of films</u> (please read guidance note 6)		
Thur					
Fri			<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> (please read guidance note 7)		
Sat					
Sun					

C

Indoor sporting events Standard days and timings (please read guidance note 8)			Please give further details (please read guidance note 5)	
Day	Start	Finish		
Mon			State any seasonal variations for indoor sporting events (please read guidance note 6)	
Tue				
Wed				
Thur				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 (please read guidance note 7)
Fri				
Sat				
Sun				

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 8)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 4)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 5)		
Mon					
Tue			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 6)		
Wed					
Thur			<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> (please read guidance note 7)		
Fri					
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 8)			Will the performance of live music take place <u>indoors or outdoors or both – please tick</u> (please read guidance note 4)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish		Both	<input type="checkbox"/>
Mon	08:00	02:00	<u>Please give further details here</u> (please read guidance note 5) We will be having live music played strictly at the rear Extension of the building. Live music will not happen on a daily occasions and only During specific days or private bookings.		
Tue	08:00.	02:00			
Wed	08:00.	02:00		<u>State any seasonal variations for the performance of live music</u> (please read guidance note 6)	
Thur	08:00.	02:00			
Fri	08:00.	02:00		<u>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</u> (please read guidance note 7)	
Sat	08:00.	02:00		Rear Extension - Shisha Lounge	
Sun	08:00.	02:00			

F

Recorded music Standard days and timings (please read guidance note 8)			<u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u> (please read guidance note 4)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day Start Finish				Both	<input type="checkbox"/>
Mon	08:00	02:00	<u>Please give further details here</u> (please read guidance note 5) Recorded Music via Television - Youtube		
Tue	08:00	02:00			
Wed	08:00	02:00	<u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 6) N/A		
Thur	08:00	02:00			
Fri	08:00	02:00	<u>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</u> (please read guidance note 7) N/A		
Sat	08:00	02:00			
Sun	08:00	02:00			

G

Performances of dance Standard days and timings (please read guidance note 8)			<u>Will the performance of dance take place indoors or outdoors or both – please tick</u> (please read guidance note 4)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon	08:00	02:00	<u>Please give further details here</u> (please read guidance note 5) We will be having belly dancing shows strictly at the rear Extension of the business. It will consist of live belly dancers. It will not be done on a daily basis and only on specific Occasions or private bookings.	Both	<input type="checkbox"/>
Tue	08:00	02:00			
Wed	08:00	02:00	<u>State any seasonal variations for the performance of dance</u> (please read guidance note 6)		
Thur	08:00	02:00			
Fri	08:00	02:00	<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> (please read guidance note 7)		
Sat	08:00	02:00			
Sun	08:00	02:00			

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 8)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 4)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			<u>Please give further details here</u> (please read guidance note 5)		
Wed					
Thur			<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 6)		
Fri					
Sat			<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> (please read guidance note 7)		
Sun					

I

Late night refreshment Standard days and timings (please read guidance note 8)			<u>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</u> (please read guidance note 4)	Indoors	<input checked="" type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Mon	08:00	02:00	<u>Please give further details here</u> (please read guidance note 5) Drinks & Food via a table Service		
Tue	08:00	02:00			
Wed	08:00	02:00	<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 6) N/A		
Thur	08:00	02:00			
Fri	08:00	02:00	<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> (please read guidance note 7) N/A		
Sat	08:00	02:00			
Sun	08:00	02:00			

J

Supply of alcohol Standard days and timings (please read guidance note 8)			Will the supply of alcohol be for consumption – please tick (please read guidance note 9)	On the premises	<input checked="" type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>State any seasonal variations for the supply of alcohol</u> (please read guidance note 6) N/A <u>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</u> (please read guidance note 7) N/A		
Mon	08:00	02:00			
Tue	08:00	02:00			
Wed	08:00	02:00			
Thur	08:00	02:00			
Fri	08:00	02:00			
Sat	08:00	02:00			
Sun	08:00	02:00			

K

<p>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 10). N/A</p>

L

Hours premises are open to the public Standard days and timings (please read guidance note 8)			State any seasonal variations (please read guidance note 6)
Day	Start	Finish	
Mon	08:00	02:00	
Tue	08:00	02:00	
Wed	08:00	02:00	
Thur	08:00	02:00	
Fri	08:00	02:00	
Sat	08:00	02:00	
Sun	08:00	02:00	
			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 (please read guidance note 7)

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.

Please tick as appropriate

- 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 not enclosed the premises licence or relevant part of premises licence.

M 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 and e) (please read guidance note 11)

Intend to promote the 4 licensing objectives by

1. Strict implementation of challenge 25 policy 2. CCTV to be installed and 31 days recording system 3. All staff to be trained in responsible alcohol retailing 4. Training manual will be available at the premises.

The premises does operate to a high standard, and will continue to do so should this licence be granted in terms of the sale of alcohol for extended hours. All staff will have refresher training in their responsibilities with regard to the sale of alcohol, and will be retrained every six months, with recorded training records kept for inspection. The premises will close 30 minutes after the licensing activities have ceased, to allow customers to finish their drinks and leave in a quiet and orderly manner

b) The prevention of crime and disorder

CCTV will be used at the premises, to an appropriate standard as agreed with the Licensing Authority in consultation with the Police. The CCTV equipment will be maintained in good working order and continually record when licensable activity takes place and for a period of two hours afterwards. CCTV is retained for a period of 31 days. This image retention period may be reviewed as appropriate by the Licensing Authority. The correct time and date will be generated onto both the recording and the real-time image screen. If the CCTV equipment (Including any mobile units in use at the premises) breaks down the Premises Licence Holder shall ensure there's designated premises supervisor, or in his/her absence other responsible person, verbally informs the Licensing Authority and the Police as soon as is reasonably practicable. This information shall be contemporaneously recorded in the incident report register and shall include the time, date and means this was done and to whom the information was reported. Equipment failures shall be repaired or replaced as soon as is reasonably practicable and without undue delay. The Licensing Authority and the Police shall be informed when faults are rectified. The premises Licence holder shall ensure that there are trained members of staff available during licensable hours to be able to reproduce and download CCTV images into a removable format at the request of an authorised officer of the Licensing Authority or a constable. There shall be clear signage indicating that CCTV equipment is in use and recording at the premises during all trading hours. The DPS will keep an up to date DPS Authorisation sheet which will show the list of staff members who have been given the authority to sell alcohol on the premises. An incident record will be kept in a bound book, as will all refusals for the sale of alcohol. These books will be made available to the police and officer from the council on request. Sufficient staff will be on duty during all events, with a risk assessment carried out in advance of the event. The majority trade will be from the guest house bar and will be to residential customers. Evening events will be pre booked events with numbers carefully controlled along with those who are invited guests only.

c) Public safety

Staff will be trained to be alert to any potential danger to customers and react accordingly. If they are unable to quickly defuse the situation without risk to customer or staff, then they are instructed to call the police. All relevant fire procedures are in place for premises of this size, and the business has been fully fire risk assessed. An on-site accident book will be in operation to record any accident/ injury incurred on the premises. This document will be retained for inspection by the business for a period of three years.
Fire safety, First Aid, CCTV working at all times, exit arrangements for disabled people.

d) The prevention of public nuisance

Staff trained- to increase their awareness and training so they can assess potential risks and work towards minimising possible disturbances.
Notice displayed asking customers to leave quietly from premises also customers will be told in person to leave quietly and not to disturb the local neighbourhood 2. Strict policy in place to tell all staff not to serve alcohol to drunks at all 3. Appropriate signage will be displayed, in prominent position informing customers they are being recorded on CCTV.

e) The protection of children from harm

Safeguarding is the action that is taken to promote the welfare of children and protect them from harm. Safeguarding means: protecting children from abuse and maltreatment. preventing harm to children's health or development. Children aged less than 16 years old and unaccompanied by an adult, not to access premises.

Only photographic ID is accepted (passport, driving licence, proof of age card with PASS hologram, or military ID). Anyone who appears to be under the age of 25 is challenged to provide ID. If the customer is unable to provide identification then no sale is made. No ID no sale. Challenge 25 POS will be on display in the store. If it is known that a customer intends to purchase alcohol to provide to minors then that sale will be refused. All refused sales will be recorded in a refusals book, which will be made available for inspection by Police or Licensing Officers of the council on request.

Checklist:

Please tick to indicate agreement

- I have made or enclosed payment of the fee; or
- I have not made or enclosed payment of the fee because this application has been made in relation to the introduction of the late night levy.
- 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, 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.

Part 5 – Signatures (please read guidance note 12)

Signature of applicant (the current premises licence holder) or applicant's solicitor or other duly authorised agent (please read guidance note 13). If signing on behalf of the applicant, please state in what capacity.

Signature	Rraman Gjana R.G.
Date	28/08/2021
Capacity	

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 14). 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 15)

<p>Contact name (where not previously given) and address for correspondence associated with this application (please read guidance note 15)</p>			
Post town		Post code	
Telephone number (if any)			
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			

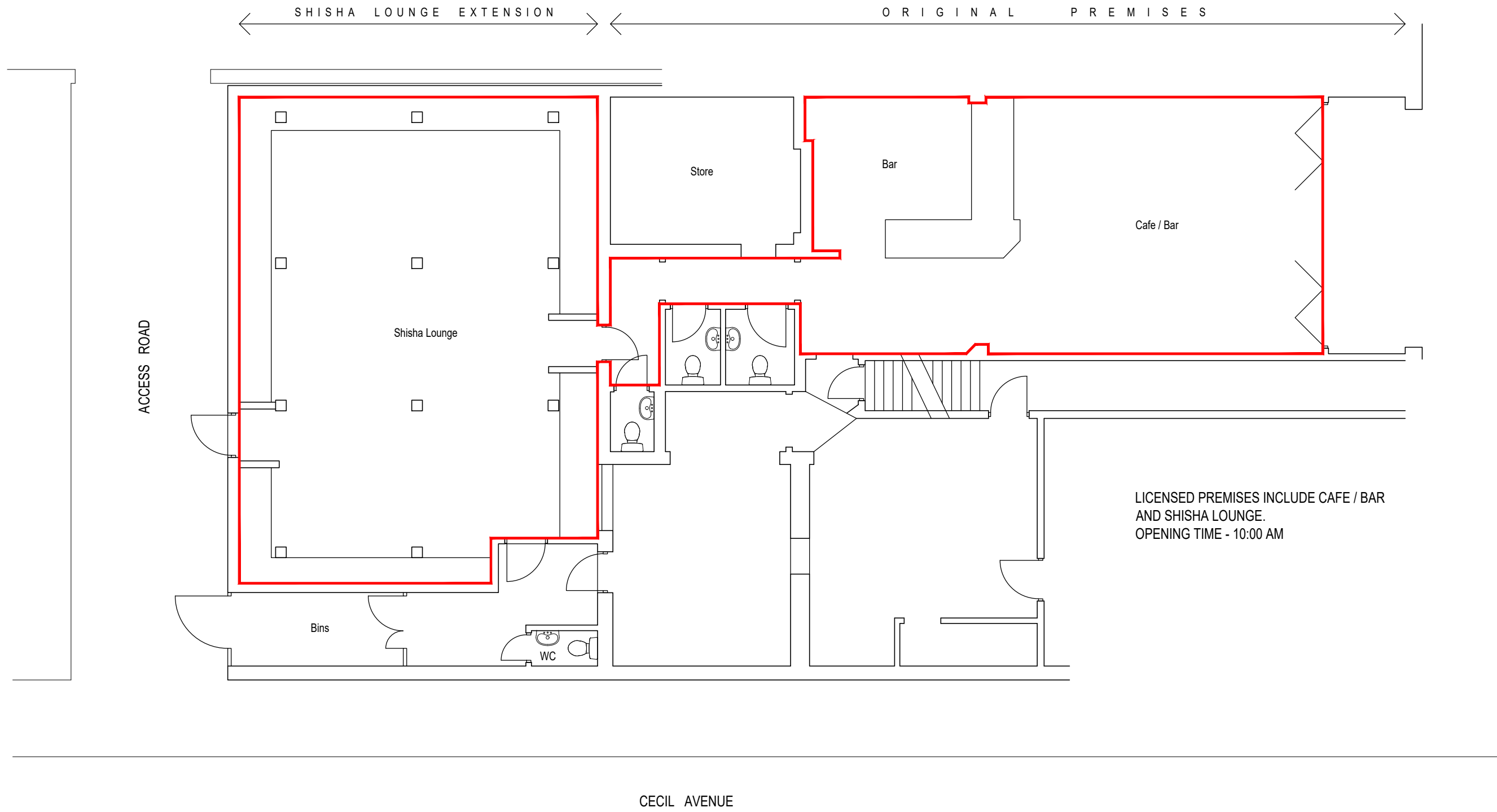
Notes for Guidance

This application cannot be used to vary the licence so as to extend the period for which the licence has effect or to vary substantially the premises to which it relates. If you wish to make that type of change to the premises licence, you should make a new premises licence application under section 17 of the Licensing Act 2003.

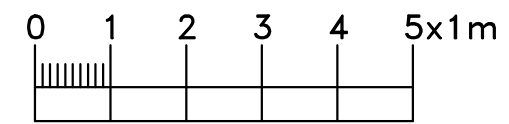
1. You do not have to pay a fee if the only purpose of the variation for which you are applying is to avoid becoming liable for the late night levy
2. Describe the premises. For example, the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place of consumption of these off-supplies of alcohol, you must include a description of where the place will be and its proximity to the premises.

3. In terms of specific regulated entertainments please note that:
- Plays: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500.
 - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
 - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
 - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
 - Live music: no licence permission is required for:
 - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
 - Recorded Music: no licence permission is required for:
 - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
 - Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.

- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
4. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
 5. For example state type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
 6. For example (but not exclusively), where the activity will occur on additional days during the summer months.
 7. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
 8. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
 9. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
 10. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
 11. Please list here steps you will take to promote all four licensing objectives together.
 12. The application form must be signed.
 13. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
 14. Where there is more than one applicant, each of the applicants or their respective agents must sign the application form.
 15. This is the address which we shall use to correspond with you about this application.



LICENSED PREMISES INCLUDE CAFE / BAR
AND SHISHA LOUNGE.
OPENING TIME - 10:00 AM



project: 62 LONGBRIDGE ROAD		
drawing: LICENSE PLAN FOR DRINK AND MUSIC		
scale: 1:100 @ A3	date: 11/08/2021	dwg no. 01

**BUILDING DESIGN
WORKSHOP Ltd**
Suite 43-45, Airport House,
Purley Way, Croydon, CR0 0XZ
tel. 0208 653 9714 / 07455301000

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Part A - Premises licence

Licensing Department
Regulatory Service
Pondfield House
100 Wantz Road
Dagenham
RM10 8PP



Issue Date	9 March 2017
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Premises licence number	6974
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Part 1 - Premises details

Postal address of premises, or if none, ordnance survey map reference or description

Sweet London 62A Longbridge Road Barking Essex IG11 8RT

Telephone number

Where the licence is time limited the dates
--

Not applicable

Licensable activities authorised by the licence
--

Recorded Music indoors only Late Night Refreshment Supply of Alcohol for consumption both on and off the premises

The times the licence authorises the carrying out of licensable activities

Recorded Music indoors only

Monday	11:00 to 15:00 then 16:00 to 02:00
Tuesday	11:00 to 15:00 then 16:00 to 02:00
Wednesday	11:00 to 15:00 then 16:00 to 02:00
Thursday	11:00 to 15:00 then 16:00 to 02:00
Friday	11:00 to 15:00 then 16:00 to 02:00
Saturday	11:00 to 15:00 then 16:00 to 02:00
Sunday	11:00 to 15:00 then 16:00 to 02:00

Sale by retail of Alcohol for consumption both on and off the premises

Monday	11:00 to 02:00
Tuesday	11:00 to 02:00
Wednesday	11:00 to 02:00
Thursday	11:00 to 02:00
Friday	11:00 to 02:00
Saturday	11:00 to 02:00
Sunday	11:00 to 02:00

Late Night Refreshment for consumption both on and off the premises

Monday	23:00 to 02:00
Tuesday	23:00 to 02:00
Wednesday	23:00 to 02:00
Thursday	23:00 to 02:00
Friday	23:00 to 02:00
Saturday	23:00 to 02:0
Sunday	23:00 to 02:00

The opening hours of the premises

Monday	06:00 to 14:00 then 17:00 to 02:00
Tuesday	06:00 to 14:00 then 17:00 to 02:00
Wednesday	06:00 to 14:00 then 17:00 to 02:00
Thursday	06:00 to 14:00 then 17:00 to 02:00
Friday	06:00 to 14:00 then 17:00 to 02:00
Saturday	06:00 to 14:00 then 17:00 to 02:00
Sunday	06:00 to 14:00 then 17:00 to 02:00

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

Alcohol will be supplied for consumption on and off the premises

Part 2

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence

Rraman Gjana

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

N/A

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

Rraman Gjana

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises the supply of alcohol

Z01N1034TR/1

Waltham Forest Council

Annex 1 – Mandatory Conditions

1. No supply of alcohol may be made under this licence
 - a) at a time when there is no designated premises supervisor in respect of it or,
 - b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.
2. Every supply of alcohol made under this licence must be made or authorised by a person who holds a personal licence.
3.
 - (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.
 - (2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.
 - (3) 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 either—
 1. a holographic mark, or .
 2. an ultraviolet feature.
4.
 - (1). A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.
 - (2).For the purposes of the condition set out in paragraph 1 -
 - (a) "duty" is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;
 - (b) "permitted price" is the price found by applying the formula where-
$$P = D = (D \times V)$$
 - (i) P is the permitted price,
 - (ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
 - (iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
 - (c) "relevant person" means, in relation to premises in respect of

which there is in force a premises licence-

- (i) the holder of the premises licence,
- (ii) the designated premises supervisor (if any) in respect of such a licence, or
- (iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence;

(d) "relevant person" means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and

(e) "valued added tax" means value added tax charged in accordance with the Value Added Tax Act 1994(7).

(3) Where the permitted price given by Paragraph (b) of paragraph 3 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.

(4) (1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day ("the first day") would be different from the price permitted on the next day ("the second day") as a result of a change to the rate of duty or value added tax.

(2) The permitted price which would apply on the first day applies to sales and supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

5. (1) The responsible person must 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—

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

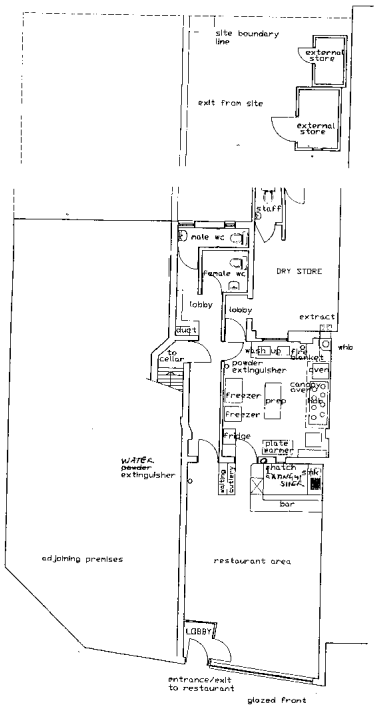
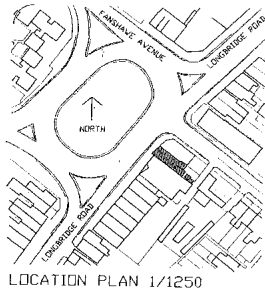
(i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or .

(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 in a manner which carries a significant risk of undermining a licensing objective; .
 - (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 in a manner which carries a significant risk of undermining a licensing objective; .
 - (d) 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; .
 - (e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).
6. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
7. The responsible person must 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,
 - (ii) still wine in a glass: 125 ml;
 - (b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and .
 - (c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.”

Annex 2 - Conditions consistent with the operating Schedule

1. There is to be no other hidden places for public places



REVISIONS	
REV.	DESCRIPTION

CLASSIC DESIGN
 ARCHITECTURAL, DESIGN AND SURVEYING CONSULTANTS
 37 POWERS LANE
 BARKING, ESSEX
 TELEPHONE: 0208 507 1193
 EMAIL: CLASSICDESIGN@BT.COM

PROJECT:
 PREMISE LICENCE APPLICATION
 FOR "FARHANA" RESTAURANT
 62A LONGBRIDGE RD, BARKING

CLIENT:
 MR FARUK BOKTH

TITLE:
 FLOOR PLANS

DATE: SEP 2005 DRAWN: RK CHECK: JOC

05/09/01

Part B - Premises licence Summary

Licensing Department
Regulatory Service
Pondfield House
100 Wantz Road
Dagenham
RM10 8PP



Issue Date 9 March 2017

Premises licence number 6974

Part 1 - Premises details

Postal address of premises, or if none, ordnance survey map reference or Description Sweet London 62A Longbridge Road Barking Essex IG11 8RT
Telephone number

Where the licence is time limited the dates N/A

Licensable activities authorised by the licence Recorded Music indoors only Late Night Refreshment Supply of Alcohol for consumption both on and off the premises

The times the licence authorises the carrying out of licensable activities	
Monday	11:00 to 15:00 then 16:00 to 02:00
Tuesday	11:00 to 15:00 then 16:00 to 02:00
Wednesday	11:00 to 15:00 then 16:00 to 02:00
Thursday	11:00 to 15:00 then 16:00 to 02:00
Friday	11:00 to 15:00 then 16:00 to 02:00
Saturday	11:00 to 15:00 then 16:00 to 02:00
Sunday	11:00 to 15:00 then 16:00 to 02:00

Sale by retail of Alcohol for consumption both on and off the premises

Monday	11:00 to 02:00
Tuesday	11:00 to 02:00
Wednesday	11:00 to 02:00
Thursday	11:00 to 02:00
Friday	11:00 to 02:00
Saturday	11:00 to 02:00
Sunday	11:00 to 02:00

Late Night Refreshment for consumption both on and off the premises

Monday	23:00 to 02:00
Tuesday	23:00 to 02:00
Wednesday	23:00 to 02:00
Thursday	23:00 to 02:00
Friday	23:00 to 02:00
Saturday	23:00 to 02:00
Sunday	23:00 to 02:00

The opening hours of the premises

Monday	06:00 to 14:00 then 17:00 to 02:00
Tuesday	06:00 to 14:00 then 17:00 to 02:00
Wednesday	06:00 to 14:00 then 17:00 to 02:00
Thursday	06:00 to 14:00 then 17:00 to 02:00
Friday	06:00 to 14:00 then 17:00 to 02:00
Saturday	06:00 to 14:00 then 17:00 to 02:00
Sunday	06:00 to 14:00 then 17:00 to 02:00

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

Alcohol will be supplied for consumption on and off the premises

Part 2

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence

Raman Gjana

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

N/A

Name of designated premises supervisor where the premises licence authorises the supply of alcohol

Raman Gjana

Sweet London, 62a Longbridge Road, Barking - Representation on Behalf of the Licensing Authority



Perkins Richard
To: Taylor Rachel
Cc: Lamprey Thom

Follow-up Start by 12 October 2021. Due by 12 October 2021.

Reply Reply All Forward

Mon 11/10/2021 15:05

Dear Rachel,

I write with regard to the application by Rraman Gjana for a variation to the premises licence in respect of the trading premises known as Sweet London at 62a Longbridge Road, Barking, so as to extend the existing consent for the retail sale of alcohol; the provision of associated regulated entertainments; and late-night refreshment to apply throughout the premises including the recently added rear extension.

Please accept this email as a representation on behalf of the licensing authority. This representation is made under the licensing objectives of the prevention of crime and disorder and the prevention of nuisance. The application proposes that the licensable activities continue within the rear extension through to 02.00 each day. It is proposed to stage occasional live and recorded music and belly dancing in this area. I believe this gives rise for the potential for disturbance and nuisance to local residents.

The rear extension was constructed intended for use as a smoking shelter and as a shisha lounge. Indeed, it currently operates in this way. As such, the rear extension has what I understand to be a 1.5 metre opening around the top of the three external walls. This design was intended to allow smoke escape and to enable the premises to comply with the smoke free regulations. However, in doing so, the integrity of the building is affected and there is potential for sound escape. There are residential properties within 25 metres in Cecil Road.

For this reason, I would propose that the licensed operation within the rear of the premises is restricted to 23.00 so as to reduce the potential impact on local residents.

In making this representation, I would note that my understanding is that although the premises were always intended to be used as a smoking shelter and shisha bar the construction of the building does not in fact meet the requirements for such. I believe this is due to a miscalculation which has resulted in insufficient open space being left to enable adequate smoke dispersal. I understand that the matter has been formally raised by the Council's Health and Safety Team, though it is currently disputed by the applicant.

As this is a public health matter and public health is not currently a licensing objective, I am unable to rely on this as a basis for my representation. However, I would not wish my acceptance of a limited use of this area for licensable activities to be seen as my condoning the use of the area as a shisha lounge or similar and I would wish the applicant to work with the health and safety team on this matter so as to ensure an agreed outcome and compliant use of this area.

I am also aware that earlier this year a direction notice was served upon the premises by the Council's enforcement team having found the rear extension to be operating in breach of the coronavirus regulations and failing to ensure social distancing. The notice required the closure of the premises for 10 days, from 27 April 2021, and the compilation of working policies enabling compliance with the requirements. A fixed penalty notice was also awarded. The fact that this action was necessary does give me reason for concern and must give rise to question as to whether the licensee is a responsible operator. While I do not suggest that this is reason for the extension of the

licence to be wholly denied I do believe that this further supports my proposal that the use of the rear extension should be restricted to 23.00 and that the licensee should demonstrate that this area can be operated in compliance with the law and without impact upon local residents before consideration could be given to any later use.

Best regards

Richard Parkins

| Senior Licensing Officer | Regulatory Services Phone: 020 8227 5027 |

Email: richard.parkins2@lbbd.gov.uk |

London Borough of Barking and Dagenham | lbbd.gov.uk

www.facebook.com/barkinganddagenham@lbbdcouncil

**Barking &
Dagenham**



INVESTORS IN PEOPLE®
We invest in people Gold





Licensing Authority
London Borough of Barking & Dagenham
1 Clockhouse Avenue
Town Hall Square
Barking
Essex
IG11 7LU

PC Owen DUNN 3326EA
East Area Licensing Team
Romford Police Station
19 Main Road
Romford
Essex
RM1 3BJ
Telephone:
Email: owen.dunn@met.police.uk
www.met.police.uk
Your ref:

11/10/2021

Police Objection - Premises Variation - Sweet London, 62a Longbridge Road, Barking IG11 8RT

Dear Licensing,

I acknowledge receipt of an application for a variation of the Premises Licence number 6974.

On behalf of the Commissioner of Police of the Metropolis, I wish to make a representation on the grounds of the following licensing objectives:

- **Prevention of Crime & Disorder**
- **Public nuisance**

The above name premises has submitted plans to vary their premises licence to include an extension of their premises which has been erected at the rear of their current premises.

The venue seek to supply alcohol, provide late night refreshment and regulated entertainment in this structure, along with using it as a Shisha Lounge.

This premises was subject to a COVID-19 Fixed Penalty Notice by Metropolitan Police Licensing on 23/04/2021 at roughly 2000 hours, when all restrictions hadn't been lifted at the time and the premises were using the newly formed structure to provide alcohol, food, shisha and regulated entertainment. All of which was not covered under their current premises licence.

As a result of the venues actions the Local Authority issued a Direction Notice to the venue. This notice indicated the venue had to remain closed between 1500 hours on 27/04/2021 and 1500 hours on 11/05/2021.

Should this structure become licenced, the venue will increase its capacity roughly 3 or 4-fold. An addition in their capacity of this magnitude will potentially cause a detrimental effect on the licensing objectives of Prevention of Crime & Disorder and Public Nuisance. Due to an increase in footfall and intoxication for the local area at such a late hour. There has been no mention of door staff or staffing levels to help control the increased numbers of intoxicated patrons the venue will have to deal with and therefore adds to the concern that crime and disorder will be able to take place.

The structure of the additional building erected by the venue at the rear of their current premises is of a rectangular shape, with a gap between the ceiling and the walls, cited for ventilation purposes due to their desire to have Shisha smoked inside (roughly 1.5 metre gap, exact dimensions unknown to Police).

These dimensions and the structure itself were the matter of a dispute between Health & Safety from the Local Authority and the venue's architect. It was suspected that the structure would not be deemed 50% open as per the Smoke Free legislation, however the architect believed it would be.

Police have yet to be provided with an update regarding the outcome of the discussions as to whether the structure would permit the act of Shisha smoking inside the building as per Smoke Free.

Should Shisha be allowed and it be deemed that calculations amount to 50% open or more for ventilation purposes, then this poses a further concern to Police that regulated entertainment and people being served alcohol and dining inside a building with 50% or more open space, will disrupt the local community as the venue is located adjacent to residential properties. This will have cause for sound travel into the residential area, particularly as the application states that the premises intends to have live music performances too.

Venue would be opening from 0800 hours. This is a long period for local residents to have to endure regulated entertainment. In a time where a lot of people work from home, it could cause disruption to their work life as well as personal life.

Therefore a terminal hour of 0200 hours will only create tensions within the local area against the venue and increase of noise complaints.

There is a venue with a similar structure within Barking, which has the aforementioned issues and has resulted in confrontation between residents and the business. Due to this being something which can be avoided, this application is therefore not supported by Police in its current state, to allow licenced activities to take place till 0200 hours in a structure which could be deemed as "open air".

This venue make reference in their conditions that there would be engagement and communication with Police in various aspects of their licence, however the venue has not contact Police regarding this application to discuss the matter till the time of writing this document. The application also states under Prevention of Public Nuisance, that staff will not serve someone who is drunk. This is not a condition to be factored under that heading, it is what is expected of all licenced venues.

There is no confidence from the Police at this point that the venue will be able to run this establishment without breaching the licensing objectives given the vision they appear to have for the building.

It is felt that if the venue want to proceed with the structure being a Shisha Lounge, they would require a reduction in hours in order to avoid breaches of the licensing objectives.

I object on the grounds of the above.

Regards,

A handwritten signature in black ink, appearing to read 'Owen Dunn', with the alphanumeric code '3326EA' written in smaller text to the right of the signature.

**PC Owen DUNN 3326EA
East Area Licensing Team**

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RE: Application to Vary a Premises Licence - Sweet London, 62a Longbridge Road, Barking IG11 8RT

KF Kelly Frances
 To: Taylor Rachel
 Cc: Lamphoy Theo, Faries Richard

Reply Reply All Forward

Thu 23/09/2021 17:54

Good afternoon

On behalf of Health and Safety, I have an Objection to the application to vary the premises licence.

Health Act 2006

Smoke-free (Premises and Enforcement) Regulations 2006

I visited the above address on 29 April 2021 to inspect the newly built extension at the rear of the premise to be used as a shisha lounge, and to give an opinion as to whether or not it is compliant with the Health Act 2006 as to whether it is a smoke-free premises.

During the visit I met Mr Rraman Gjana, owner, and spoke to the architect by 'phone. I advised Mr Gjana that the premise is 'substantially enclosed' and smoking was not permitted. From visual inspection, it was evident that the wall space was larger than the opening and that the 50% rule had been misinterpreted.

A handwritten Premises Inspection Report was handed to Mr Gjana instructing, under the Health Act 2006, that smoking was not permitted in the shisha lounge area.

A further visit was made on the 02 September 2021, where it was noted that, from visual inspection, the shisha lounge area remained largely unchanged. In that it was substantially enclosed and therefore smoking is not permitted.

On this basis, Health and Safety, as a responsible authority, objects to the variation of the Premises Licence.

Regards
 Kelly

Frances Kelly | Health and Safety Officer | Regulatory Services |

Barking Town Hall | 1 Town Square | Barking | IG11 7LU

Mobile: 07854 958 543 | Email: frances.kelly@lbbd.gov.uk

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Barking & Dagenham

Rachel Taylor
Licence Team

Environmental & Enforcement Services
PO Box 974
Dagenham
RM9 9NH

Reference: **R/550798/JA600206**

Date: 13 October 2021

Dear Rachel Taylor,

Vary Premises Licence; 62a Longbridge Road, Barking, , IG11 8RT

I refer to your emailed request of the 21 September 2021 to this Department for comments to Vary Premises Licence, of the above premises; and with references to Appendix Figures below, I comment as follows:

General:

- a. I visited the application site on the 29 September 2021 to inspect and establish its suitability for playing live and recorded music.
- b. Figure 1 shows premises location map depicting the site and the nearest noise sensitive receptors identified as 1 and 2 Cecil Road and being about 40metres from the Function Room of the site; Figure 2 is the premises floor plan with the Function Room to the rear where live and recorded music would be played; Figure 3, elevational side photographic view of the site; Figure 4, the rear photographic view; and Function Room inside photographic view.
- c. The Function Room façade has about half metre wire mesh above to roof level as identified in Figures 3,4 and 5; and this is the weakest link of the external façade for any loud egress sound.
- d. The function Room has a Rear Exit Door, and this is not designated Emergency Exit Door as door is under lock.
- e. There are no records of complaints on our database to report.

Recommendations:

As the premises already has permission to play recorded music; and as the "Function Area" façade is not full height but with a wire mesh on top to roof level, and with residents close by, I recommend "**permission being granted to play Recorded and Live music**" till 2300hrs only.

Please revert to me with any query quoting reference number **R/550798** in all correspondence.

Yours sincerely,

John Anani

John Anani,
Noise and Nuisance Officer

APPENDIX FIGURES:



Figure 1: Map depicting Application Site & Nearest Sensitive Receptors

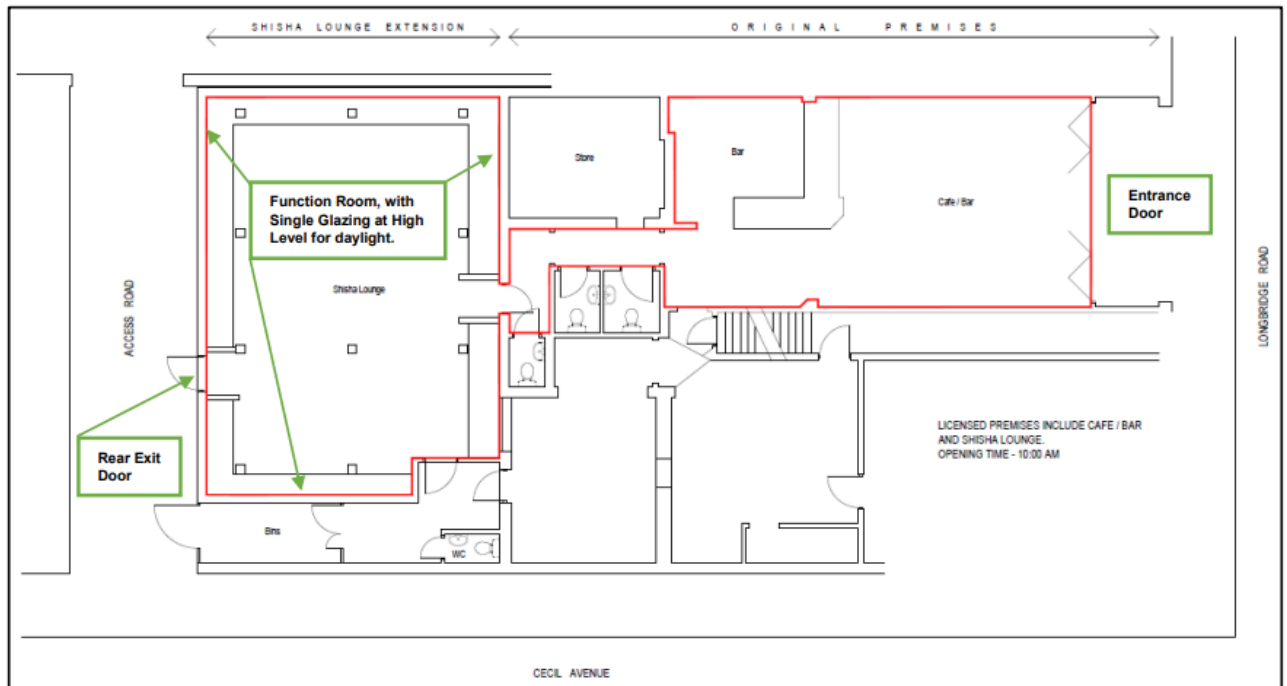


Figure 2: Application Site Floor Plan Depicting Function Room with Glazing at High Level



Figure 3: Photographic View (Side Elevation) of Application Site depicting Function Room with Glazing at High Level



Figure 4: Photographic View (Rear Elevation) of Application Site depicting Function Room with Glazing at High Level

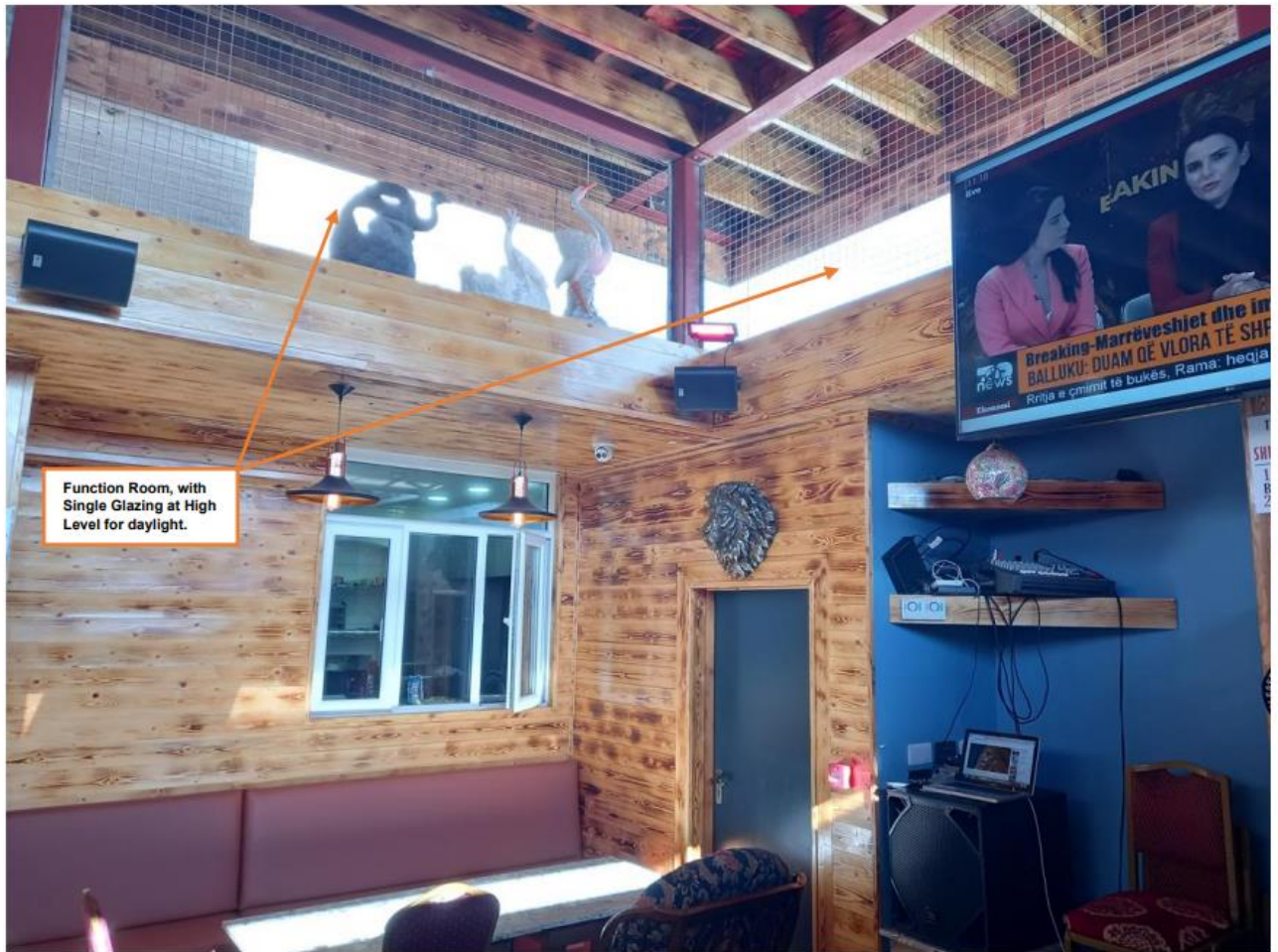


Figure 5: Photographic View Inside depicting Glazing at High Level

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London Borough of Barking and Dagenham
Enforcement Services, Barking Town Hall,
Town Hall Square, Barking, IG11 7LU

Ref: **Sweet London Gjana_IG11/DN01**

Date of issue: **27th April 2021**

DIRECTION (INDIVIDUAL PREMISES)

THE HEALTH PROTECTION (CORONAVIRUS, RESTRICTIONS) (ENGLAND) (NO. 3) REGULATIONS 2020 (No.2020/750)¹, REGULATION 4(1)

1. London Borough of Barking and Dagenham (LBBD) (“the Authority”), in exercise of the powers conferred by regulation 4(1) of the Health Protection (Coronavirus, Restrictions) (England) (No. 3) Regulations 2020² (“the No. 3 Regulations”), gives the following direction.
2. The Authority considers that the following conditions are met—
 - a. that giving this direction responds to a serious and imminent threat to public health;
 - b. that this direction is necessary for the purpose of preventing, protecting against, controlling or providing a public health response to the incidence or spread of infection by coronavirus in the Authority’s area; and
 - c. that the prohibitions, requirements or restrictions imposed by this direction are a proportionate means of achieving that purpose.³
3. Before giving this Direction, the Authority has had regard to—
 - a. any advice given to it by its Director of Public Health; and
 - b. the need to ensure that members of the public have access to essential public services and goods (including whether the individual premises forms part of essential infrastructure).

¹ SI 2020/750 accessed at <https://www.legislation.gov.uk/ukxi/2020/750/contents/made>; guidance on local authority powers at: <https://www.gov.uk/government/publications/local-authority-powers-to-impose-restrictions-under-coronavirus-regulations/local-authority-powers-to-impose-restrictions-health-protection-coronavirus-restrictions-england-no3-regulations-2020>

² In this Direction, any reference to a regulation is a reference to a regulation of the Health Protection (Coronavirus Restriction) (No. 3) (England) 2020 (S.I. 2020/750).

³ See regulation 2(1).

4. The Authority has taken reasonable steps to give advance notice of this direction to **Rraman Gjana** the director of a business from the premises to which the direction relates.

DIRECTION

Person and premises

5. This Direction is given to **Rraman Gjana**, of 62 Longbridge Road Barking, IG11 8TQ who is a Director of the business and of the premises to which the direction relates and involved in the day-to-day running of the business.
6. This Direction is given to the **Sweet London Gjana Ltd, Company number 10525426** in respect of the premises trading as Sweet London, 62a Longbridge Road, Barking IG11 8RT
7. This Direction is given to, **Ian Charman and Christopher Charman** of [REDACTED] [REDACTED] who are identified as the Freeholders of the premises trading as Sweet London, 62 Longbridge Road, Barking IG11 8RT

Directed actions

8. This Direction requires the following:
 - a. Closure of the Premises.
 - b. A written policy stating the measures taken to ensure the business and premises operate in a Covid-safe way.

Timing and duration of direction

9. Any actions required to put into effect the restrictions set out in paragraph 8 must be undertaken by **27th April 2021 3pm** when the prohibition comes into effect. The restrictions set out in paragraph 8 have effect until **11th May 2021 3pm** at which date and time it will end.
10. In accordance with Regulation 2(2)(b) of the No. 3 Regulations, the Authority will review this Direction at least once every seven days. If the Authority considers that one or more of the conditions in regulation 2(1) are no longer met in relation to the Direction, it will either be revoked without replacement or revoked and replaced with another direction.

Grounds for Direction

11. This Direction is given following a visit to your premises on Friday 23rd April 2021 when officers from London Borough of Barking and Dagenham Regulatory Services observed a wooden structure to the rear of your shop

premises being used to serve shisha tobacco and food to 25-30 customers. Customers were observed congregating at close proximity and sharing communal food and shisha tobacco. The Police who were in attendance during the visit have advised that a fixed penalty notice was served on the premises.

12. The direction is considered appropriate in the circumstances where you are supplying shisha to customers contrary to regulations and where there is a lack of social distancing or safe grouped seating in your premises. It is considered that these failures constitute a serious and imminent risk to public health to both your staff and customers.

Consequences of not meeting the requirements of the Direction

13. There may be consequences if this Direction is not complied with. For example, the Authority may issue a Prohibition Notice⁴ or Fixed Penalty Notice⁵ against you or may commence criminal proceedings against you.

14. A person commits an offence if, without reasonable excuse, the person:⁶

- contravenes a direction under regulation 4(1); or
- obstructs a person carrying out a function under the No. 3 Regulations, including any local authority designated officer under regulation 12 or a constable.

Such an offence is punishable on summary conviction by an unlimited fine.

Appeals/representations

15. If you believe that this Direction should not have been issued, and/or it contains incorrect information, please inform the specified point of contact set out below, setting out your reason(s).

16. You have a right to appeal against this Direction to a magistrates' court by way of complaint for an order.⁷ **There is a time limit of 28 days for appealing against this Direction**, starting from the date on which the direction was issued (see 'Date of issue' at the top of this direction).

17. Please note this direction will be reviewed by the Authority at least once every seven days. The Authority will decide whether regulation 2(1) continues to be

⁴ See regulation 12(2) of the No. 3 Regulations.

⁵ See regulation 14(1) of the No. 3 Regulations

⁶ See regulation 13(1) of the No. 3 Regulations.

⁷ See regulation 4(9)(a) of the No. 3 Regulations.

met, or whether to revoke this Direction (or revoke and replace it with another direction).⁸ If the Authority reviews the direction and decides to uphold it (makes a 'review determination'), then the 28-day time-period for appealing this Direction will start from the date of that review determination.

18. You also have the right to make representations to the Secretary of State about this Direction.⁹ The same 28-day time limit applies to making representations: you have 28 days from the date this Direction was issued to make representations or, where there has been a review and the Authority decides to uphold the direction, 28 days from the date of that review determination. The Secretary of State must consider any such representations as soon as is reasonably practicable, and decide whether it would be appropriate to exercise the Secretary of State's powers set out in regulation 3(2) of the No. 3 Regulations. The Secretary of State may direct the Authority to revoke this Direction, or revoke and replace this Direction. The Secretary of State must provide written reasons for the decision to the person who made the representations and to the Authority.

19. In making any representations to the Secretary of State about this Direction, the recipient of the Direction should do this via NHS Test and Trace, with representations emailed to directionnotification@dhsc.gov.uk. This should include:

- a. The name of the Authority;
- b. The reference [code/number] listed at the top of this Direction;
- c. An explanation as to how you have been impacted by the Direction and your relationship to the premises, such as whether you are the owner, occupier or involved in managing entry into, or departure from, the Premises, as set out in Regulation 4(5) of the No.3 Regulations;
- d. An explanation of the basis upon which the Direction should not have been made and was or is not appropriate, with reference to the conditions set out in Regulation 2(1) / paragraph 2 of this Direction;
- e. Any evidence which supports this contention; and
- f. What action you would like to be taken.

20. You are still required to comply with this direction pending the outcome of any appeal to the magistrates' court or representations to the Secretary of State.

⁸ If this direction was made pursuant to a direction of the Secretary of State under regulation 3 of the No 3 Regulations, a summons is to be issued to both the Secretary of State and the local authority.

⁹ See regulation 4(9)(b) of the No. 3 Regulations.

21. You may wish to obtain independent legal advice should you seek to pursue an appeal.

Additional powers and requirements that accompany this Direction

Publication

22. This Direction may also be published in such manner as the Authority considers appropriate to bring it to the attention of other persons who may be affected by it.

Notification

23. The Authority is required to notify any other London Borough Council of this Direction (and any revocation of the Direction) by the No. 3 Regulations¹⁰.

24. The Authority is required to notify the Secretary of State as soon as reasonably practicable after the Direction is given.



Gary Jones,
Head of Regulatory and Enforcement Services

As authorised by Claire Symonds, Acting Chief Executive
London Borough of Barking and Dagenham

¹⁰ See Regulation 11(1)(a) – (d) of the No. 3 Regulations

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Regulatory Reform (Fire Safety) Order 2005, Fire Risk Assessment Report

Sweet London & Gjana Barber

Complete

Document No.	002153
Title	Sweet London & Gjana Barber
Address of the Premises	62/62a Longbridge Road, Barking, IG11 8RT
Responsible Person	
Owner: Rraman Gjana	
Assessor	
Date of Fire Risk Assessment	23 Sep 2021
Date of Previous Risk Assessment	No Previous FRA

Risk Rating Summary

The risk level estimator used is based on a more general health and safety risk level estimator of the type contained in BS 8800, the risk matrix table is shown below.

Taking into account the fire prevention measures observed at the time of this risk assessment it is considered that the hazard from fire (likelihood of fire) at these premises is:	Medium
--	--------

In this context, a definition of the above terms is as follows:

Low:

Unusually low likelihood of fire as a result of negligible potential sources of ignition.

Medium:

Normal fire hazards (e.g. Potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor short comings).

High:

Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in likelihood of fire.

Taking into account the nature of the building and the occupants as well as the fire protection and procedural arrangements observed at the time of this fire risk assessment, it is considered that the consequences for life safety in the event of fire would be:	Moderate Harm
---	---------------

In this context, a definition of the above terms is as follows:

Slight harm:

Outbreak of fire is unlikely to result in serious injury or death of any occupant (other than an occupant sleeping in a room in which a fire occurs).

Moderate harm:

Outbreak of fire could foreseeably result in injury (including serious injury) of one or more occupants, but is unlikely to involve multiple fatalities.

Extreme harm:

Significant potential for serious injury or death of one or more occupants.

Accordingly it is considered that the risk to life from fire at these premises is:	Moderate
---	----------

Comments

Note:

A suitable risk-based control plan should involve effort and urgency that is proportional to the risk, although the purpose of this section is to place the fire risk in context, the approach to fire risk assessment is subjective and for guidance only. All hazards and deficiencies identified in this report should be addressed by implementing all recommendations contained in the previous Follow Up Items section, the risk levels are detailed below.

PRIORITY 5 - Urgent

Immediate action is required, use of the building or relevant areas may need to be restricted until these items are addressed, action should be taken within 1 month

PRIORITY 4 - High

Considerable resources may have to be allocated to reduce the risk. If the premises contain a sleeping risk temporary control measures may be required until the risk has been reduced or eliminated. If the building is occupied but there is no sleeping risk action should be taken within 3 months

PRIORITY 3 - Medium

It is essential that efforts are made to reduce the risk. Risk reduction measures should be implemented within a 6 month period

PRIORITY 2 - Low

No major additional controls are required however there is a need for improvements. It is generally considered that these items should be addressed within 12 months

PRIORITY 1 - Monitor

No action is required however it may be possible to make improvements as part of future planning or upgrades

GENERAL INFORMATION

This Fire Risk Assessment (FRA) is based on PAS 79 format, the purpose of the report is to provide an assessment of the risk to life from fire. The report does not address the risk to property or business continuity from fire, insurers may require additional fire protection measures.

This FRA has been carried out on behalf of the Responsible Person as defined in Article 3 of the FSO, the content of the Fire Risk Assessment should assist the Responsible Person in achieving compliance with Article 9 of the FSO the requirement to carry out Fire Risk Assessments.

It is important to understand the content of the Fire Risk Assessment, necessary recommendations are made if there are actions that are required to protect relevant persons from fire. (Relevant persons are any persons lawfully in the building) If the content in the recommendations section is unclear clarification should be sought.

The Fire Risk Assessment considers dangerous substances within the premises only to determine the adequacy of general fire precautions (Article 4 of FSO) it is the responsibility of the Responsible Person to ensure compliance with Dangerous Substances and Explosive Atmospheres Regulations 2002.

This Fire Risk Assessment is only part of the process to achieving compliance with the FSO, a full copy of the FSO can be obtained by going to http://www.legislation.gov.uk/ukxi/2005/1541/pdfs/ukxi_20051541_en.pdf

The percentage figures shown at the bottom of the page in the Fire Risk Assessment section are not a percentage figure for the level of compliance but are the percentage of positive answers given however there is some correlation between the two

Name of Contact at the premises

Owner: Rraman Gjana

Assessor for and on behalf of T2 Fire Risk Assessments UK Ltd

T2 Fire Risk Assessments UK Ltd
24 Brunel Way
Dartford
DA1 5FL
Telephone: 0208 935 5442
Email: enquiries@t2fire.co.uk
Web: www.t2fire.co.uk

Suggested Date for Review

23 Sep 2022

This fire risk assessment should be reviewed by a competent person by the date indicated above or at such earlier time as there is reason to suspect that it is no longer valid, or if there has been a significant change in the matters to which it relates, or if a fire occurs

1 The Building

The Premises



Photo 1



Photo 2



Photo 3

1.1 Number of floors

2

From 1 to 50

1.2 Approximate floor area: (m2 per floor)

External areas - Pedestrian routes

Basement - Electrical intake, storage area, cctv room.

Ground floor (No.62) - Entrance to Gjana Barber & Staff area only.

Ground floor (No.62a) - Entrance to Sweet London, Seating area, service counter, toilets, basement entrance, kitchen (Rear of No.62 but accessible via No.62a), office, shisha store, shisha garden, access and egress arrangements.

First floor - Private flat (No access)

Please note: No.62 "Gjana Barber" and No.62a "Sweet London" are accessible to one another via a door. The Gjana Barber only occupies a small area of the front part of No.62. The rear area is used by Sweet London and accessible via a door between the two buildings.

1.3 Approximate floor area: (m2 total)

The floor area size wasn't known by the client, this must be obtained and inserted in this box.

1.4 Brief details of construction

Brick built construction with a pitched slate roof.

1.5 Occupancy type

- Staff (10)
- Members of the public
- Contractors

Operational hours:

Sweet London: Monday - Sunday 18:00 - 02:00.

The Gjana Barber: Monday - Sunday 09:30 - 20:00.

1.6 Approximate date of construction

The approximate date of construction wasn't known by the client, this must be obtained and inserted in this box.

2 The Occupants

2.1 Approximate maximum number of occupants:

The assessor informed the responsible person that the capacity should not exceed 60 people including staff.

The above figures are for guidance only and are subject to confirmation by the safety certificate and/or relevant acceptable seating plans.

2.2 Approximate maximum number of employees at any given time:

Sweet London: (10)

The Gjana Barber: (4)

3 Occupants Especially at Risk

3.1 Are there any sleeping occupants at the premises?

No

However please note that there is a flat located above.

When a commercial premise operates below a residential premise, fire resistance is required and should be a minimum of 60 mins. (Please note checking of fire separation between floors falls out of the scope of this fire risk assessment and further consultancy may be required)

3.2 Are there disabled occupants?

No

Currently no disabled occupants however if this changes, procedures must be in place. Staff with any mobility issues, visual or hearing impairments should be located on lower levels and 'peep' procedures implemented.

Temporary 'peep' procedures are also important for any staff with temporary injuries; a broken leg for example or in latter stages of pregnancy.

Management should arrange all evacuation procedures.

If disabled visitors were to be present in the event of a fire, the expectation would be that the staff members would be expected to provide assistance to aid their escape.

3.3 Are there occupants in remote areas or lone workers?

No

If at any time there is a lone worker on site, this individual must be aware of all in house fire procedures and have knowledge of alerting the local fire authority in the event of a fire.

All information on fire procedures and fire precautions within the premises can be clearly stated in the policy and procedures documents and be implemented during induction training for all staff.

If people are to work alone, it is recommended that a 'lone working' policy be introduced.

3.4 Are Young Persons employed at the premises?

No

It is necessary for all staff of any age to be aware of in house fire evacuation procedures & protocols. It is the responsibility of management or the responsible person to ensure all staff are trained appropriately and aware of the fire policy.

3.5 Others

4 Previous Fire Loss Experience

4.1 Is there any previous history of fire loss in the premises

No

No known history of fires at this building.

There are no reported visits from the Fire Safety Officer. It is not known if crews from the local watch have visited for the purpose of site familiarisation.

No matters known to be outstanding and no enforcement notices have been issued in respect of the building.

5 Other Relevant Information

5.1 Give details of any other relevant information

This fire risk assessment covers the client's building, in accordance with the Regulatory Reform (Fire Safety) Order 2005. The building was occupied at the time of this assessment.

All information contained within this report was obtained by the assessor from a visual inspection only and from the client Rraman Gjana.

This assessment addresses the requirements of the Fire Safety Order and identifies the measures required to comply.

The assessment covers:

- All areas, which to any degree are under the control of the client.

It is recommended that this assessment is reviewed at least annually and is supplemented by regular general fire precautions.

Whilst our Fire Safety Consultants make every reasonable effort to access all areas of the premises for which the client is responsible, there may be some areas that are inaccessible or are difficult to access due to the fabric of the building and to do so would cause unnecessary damage.

The following survey specific areas were not accessed during the survey because they were either locked, not reasonably accessible for reasons of health and safety, outside of the scope of the works requested or where excessive damage would have been done to access the areas: Any areas not accessed during the survey due to these considerations are outlined below

- This is a Type 1 FRA and as part of this no destructive, intrusive testing / inspection of passive fire safety measures was carried out.

The Fire Risk Assessment is based on a combination of observations made by the Consultant at the time of the survey as well as information provided by representatives of the client. All such information is accepted in good faith as being factual, accurate and a valid representation of the client's views. Any changes to the occupancy, use or other circumstances of the premises will require that a review of the assessment be carried out.

The checking of the integrity of fire compartmentation within floor and ceiling voids is outside the scope of this report.

Compartmentation will be visually assessed, as far as is possible, in all other accessible areas of the premises.

The electrical and mechanical worthiness of all plant and equipment is outside the scope of this report although the servicing and maintenance of such items may be commented upon as well as the design and coverage of installed systems.

A site inspection and audit of relevant records of examination, testing and maintenance work was carried out. Any inaccessible areas during this assessment are detailed within this report.

This risk assessment is intended to be a working document that can be used to guide future action aimed at improving compliance and maintaining fire safety standards. Following this risk assessment measures must be taken to implement effective, preventative and protective control measures to reduce the risks identified, as well as maintaining ongoing 'general' fire precautions.

In order to comply with legislation, this assessment must be reviewed at least annually or where there is a significant change, that may affect the validity of the assessment.

The gas intake enters the premises at ground level.

The electrical intake is located in the basement which serves distribution boards throughout site.

The water supply is mains fed and not used for firefighting purposes.

6 Relevant Fire Safety Legislation

6.1 The following fire safety legislation applies to these premises:

The Regulatory Reform (Fire Safety) Order 2005

Regulatory Reform (Fire Safety) Order 2005

6.2 The above legislation is enforced by:

FSO - Local Fire and Rescue Authority

6.3 Other legislation that makes significant requirements for precautions in these premises (other than Approved Document B of the Building Regulations 2000):

Other regulations that may apply to the premises include:

- The Health and Safety at Work etc. Act 1974
- The Management of Health & Safety at Work Regulations 1999
- Electricity at Work Regulations 1999
- Provision & Use of Work Equipment Regulations 1998
- Control of Asbestos at Work Regulations 2006

6.4 The legislation to which 6.3 makes reference is enforced by:

N/a

FIRE HAZARDS AND THEIR ELIMINATION OR CONTROL

7 Electrical sources of ignition

7.1 Are reasonable measures taken to prevent fires of electrical origin?

No

On inspection there was no fire file and there was no documentation to show that the portable Electricals have been PAT tested.

7.2 More Specifically

Is the fixed wiring installation periodically tested and inspected?

Yes

Electrical testing certificate completed: 11/05/21.

5 yearly inspections are required to ensure a safe working environment.

Are portable appliances tested/inspected?

No

The Responsible Person should appoint a 'competent person' or a qualified Electrician to carry out PAT testing on all required electrical equipment and a central register be kept. It is also recommended that a competent person should be appointed to carry out regular visual inspections of all electrical equipment and cables.

Although there is no legislation which states the timespan of PAT testing, it is recommended that testing be carried out on a yearly basis. Always check with your insurer.

General Comment:

Care should also be taken to ensure that multi-sockets are not overloaded and are periodically inspected and tested. If necessary and to prevent overloading, additional fixed wall mounted electric sockets should be provided.

Where possible, all Portable Appliances should be switched off overnight.

Is there a suitable policy about the use of personal electrical appliances?

No

No documentation readily available.

Is there a suitable limitation on the use of trailing leads and adapters?

Yes

If Luminous Discharge Lighting is fitted is it installed in accordance with current standards?

N/A

8 Smoking

8.1 Are reasonable measures taken to prevent fires as a result of smoking?

Yes

Smoking is strictly prohibited within the building however towards the rear of the property in the enclosed garden area the site is used as a shisha smoking area and uses of shisha equipment is used.

8.2 More Specifically:

Is smoking prohibited in the building?	Yes
Is smoking prohibited in appropriate areas?	Yes
Are there suitable arrangements made for those who wish to smoke?	Yes
Outside and away from the building only.	
Is there absence of any evidence of breaches of smoking policy?	Yes
Is the appropriate smoking prohibition notice displayed at the building's entrance?	Yes

Since 1 October 2012, at least 1 legible no-smoking sign must be displayed but owners and managers are now free to decide the size, design and location of signs.

9 Arson

9.1 Does the basic security against arson appear reasonable?	Yes
---	-----

There is always a potential for Arson.

Noted on site:

- CCTV present
- Street Lighting
- Manned site in opening hours

General Comments:

1. Make sure that you regularly remove all combustible rubbish and do not let it build up, removal of stored goods on rear Escape Route corridor.
 2. Do not place waste bins adjacent to any building glazing.
- All staff should be vigilant always to prevent any potential arson attacks.

9.2 Is there sufficient control of unnecessary fire load in close proximity to the building or available for ignition by outsiders?	Yes
--	-----

This should be monitored regularly to ensure there is no build-up of combustible materials in close proximity to the building. On the day of the audit the assessor noted clear, unblocked areas around the property with no storage or build-up of waste or unnecessary items.

Note:

Reasonable only in the context of this fire risk assessment. If specific advice on security (including security against arson) is required the advice of a security specialist should be obtained.

10 Portable Heaters and Heating Installation

10.1 Is the use of portable heaters avoided as far as reasonably practicable?	N/A
--	-----

Not seen in use within the building at the time of this assessment.

10.2 If portable heaters are used, are the more hazardous types (radiant bars and LPG) avoided?	N/A
--	-----

General Comments:

1. As a general rule, oil filled electric radiators should be preferred to radiant heaters because they present a lower risk of fire and injury.
2. All heaters should be kept well clear of combustible materials and where they do not cause an obstruction.

10.3 If portable heaters are used are suitable measures taken to minimise the risk of ignition of combustible materials?

N/A

If heaters are used, they should be placed away from combustibles and not left on unattended.

10.4 Are fixed heating installations subject to regular maintenance?

No

No evidence of fixed heating installation maintenance. There must be a plan in place to ensure external competent contractors are periodically testing and servicing any heating equipment to ensure a safe working environment and reduce risk of fire.

Dates of testing and servicing must be stored with appropriate certification in the fire logbook.

The Gas installation is required to be checked and tested annually for safety by a registered 'Gas Safe' Engineer who holds the appropriate qualification and a certificate issued.

11 Cooking Facilities

11.1 Are reasonable measures taken to prevent cooking fires?

Yes

There are in my opinion measures within the kitchen to prevent cooking fire, however I would recommend at some point in the future that an automatic fire suppression system be installed.

Noted cooking facilities:

- Gas Cooker
- Grill
- Coal cooker
- Electric ovens
- Microwave

11.2 More Specifically:

Are filters changed and ductwork cleaned regularly?

No

There was no documentation to show filters and ducting cleaning. In a property of this nature, regular deep cleaning by an external contractor is necessary and certification must be provided. In house cleaning by staff should also be carried out to ensure a safe working environment.

Ensure a suitable cleaning regime is in place for the extract Ductwork and filters.

Is suitable fire fighting equipment available?

Yes

There are suitable fire appliances installed in the kitchen including a fire blanket and wet chemical fire extinguisher.

12 Lightning

12.1 Does the building have lightning protection system if required?

N/A

Unknown.

If there is lightning protection, then it should be examined and tested at appropriate intervals by a competent person in accordance with the recommendations contained within the current British Standard BS EN 62305.

13 Housekeeping

13.1 Is the standard of housekeeping adequate?

Yes

The assessor noted a satisfactory standard of housekeeping throughout the premises.

13.2 More specifically:

Are combustible materials separated from ignition sources?

Yes

Electrical installations are a high hazard area and should be kept free from combustibles at all times. Inform staff the importance of keeping this area sterile.

Is the unnecessary accumulation of combustibles and waste avoided?

Yes

Is there appropriate storage of hazardous materials?

Yes

Domestic cleaning materials used within the premises.

If at any point, higher risk, more hazardous materials are used in the building, A COSHH (Control of substances Hazardous to Health) assessment will be required to ascertain the level of risk from any substances stored or created within the premises.

You can prevent or reduce workers exposure to hazardous substances by-

Finding out what the health hazards are

Deciding how to prevent harm to health (risk assessment)

Providing control measures to reduce harm to health

Providing information, instruction and training for employees and others

Planning for emergencies.

Are combustible materials stored appropriately?

No

The coals currently stored in the shisha storage room and any other lighting combustibles/fluids should to be stored in a metal container and kept locked.

14 Hazards Introduced by Contractors and Building Works

14.1 Are fire safety conditions and instructions communicated to outside contractors?

No

Any contractors entering the premises must be made aware of in-house fire procedures and the establishment's fire policy. Staff should show external contractors any fire exits, actions on the alarm and the designated assembly point. Emergency action plans can also display this information.

14.2 Is there satisfactory control over works carried out at the premises by outside contractors (including "hot work" permits)?

N/A

At the time of the audit no hot work was being carried out. If any hot work takes place, appropriate permits must be in place (if applicable) and procedures to monitor sparks or radiated heat that might cause ignition to any combustible material that is in close proximity to the site of work.

The areas around the hot work should be checked post completion of work to ensure a safe working environment.

14.3 If there are in-house maintenance personnel are suitable precautions taken during "hot work" including the use of hot work permits?

N/A

15 Dangerous Substances

15.1 If dangerous substances are or could be used has a risk assessment been carried out as required by Dangerous Substances and Explosive Atmosphere Regulations 2002?

N/A

A DSEAR (Dangerous Substances and Explosive Atmospheres Regulations) risk assessment will be required if a dangerous substance is present or is liable to be present at the workplace or the dangerous substance could be a risk to the safety of people as a result of fires, explosions or similar energetic events or through corrosion of metal.

DSEAR applies to all workplaces where dangerous substances are present, used or produced. It is the duty of employers to assess and eliminate or reduce risks from dangerous substances. Complying with DSEAR involves-

- Assessing risks
- Preventing or controlling risks
- Control measures
- Mitigation
- Preparing emergency plans and procedures
- Providing information, instruction and training for employees

16 Other Significant Fire Hazards

16.1 Are there any other significant fire hazards that warrant consideration including process hazards that impact on general fire precautions?

Yes

- There is an electric coal burner and coal storage heater within the shisha room that is used to heat up the coals for the shisha's pipes.

- Carbon monoxide detectors are required to be installed in the relevant areas.

Because carbon monoxide is slightly lighter than air and also because it may be found with warm, rising air, detectors should be placed on a wall about 5 feet above the floor. The detector may be placed on the ceiling. Do not place the detector right next to or over a fireplace or flame-producing appliance.

- Extension leads should only be used as a temporary measure; it is advised that more sockets are installed by a qualified electrician to discourage the use of extension leads.

- Responsible person to confirm that all fixtures and fittings (curtains, blinds, drapes, furniture, carpets) within the property are flame-retarded to British Standards, this should conform to BS 5867: Part 2 fabric type B. Where existing fabrics are installed without identification labels, fire retardant spray is recommended to add fire resistance.

It is also advised that the following is conducted:

- PAT tested on an annual basis
- Regular Inspections
- Staff to report any faults or damage
- Cleaning of any filters in dryers
- Cleaning of any extractor fans

Give details

FIRE PROTECTION MEASURES

17 Means of Escape

17.1 Is it considered that the building is provided with adequate means of escape in case of fire?

Yes

Sweet London has two final exits for the premises:

Exit one: Is the main entrance to the building.

Exit two: is the rear exit for the building.

Gjana Barber has one final exit and this is the main entrance.

17.2 More specifically:

Are escape routes adequately designed?

Yes

Is there adequate provision of exits?	Yes
Are exits easily and immediately openable where necessary?	No
<p>Appropriate simple fastenings not requiring a key or code to operate in the direction of escape where possible are required to be installed to all emergency escape final exit doors.</p> <p>Doors noted below:</p> <ul style="list-style-type: none"> - Gjana Barber entrance door - Sweet London entrance door - Sweet London rear exit door (At the time of the audit was locked and a key was required) - Rear kitchen exit to garden area (Also requires to be kept clear and empty at all times) 	
Do fire exits open in the direction of travel where necessary?	No
<p>The rear final exit door for Sweet London does not open in the direction of travel in terms of means of escape and it is advised that this exit should open in the direction of traffic flow. Exits should be fitted with the following a panic or push bar.</p> <p>The rear gate outside the rear exit for Sweet London was open and the assessor was informed that this is never locked. The main entrance door to Gjana Barber does not open in the direction of travel in terms of means of escape, however, this arrangement is considered satisfactory due to the low level of occupancy within the building.</p>	
Have sliding or revolving doors been avoided where necessary?	Yes
Are there satisfactory means of securing exits?	Yes
Are there reasonable distances of travel where there is a single direction of travel?	Yes
<p>There are reasonable travel distances within the building.</p>	
Are there reasonable distances of travel where there are alternative means of escape?	Yes
<p>Only Sweet London has a secondary means of escape.</p>	
Is there suitable protection of escape routes?	No
<p>See section 19.</p>	
Are there suitable fire precautions for all inner rooms?	Yes
<p>A room where the only escape route is through another room is termed an 'inner room' and poses a risk to its occupier if a fire starts unnoticed in the outer room (sometimes termed an 'access room'). This arrangement should be avoided wherever possible. If, however, this cannot be achieved then adequate warning of a fire should be provided by any one of the following means:</p> <ul style="list-style-type: none"> • a vision panel between the two rooms providing adequate vision to give an indication of the conditions in the outer room and the means of escape; • a large enough gap between the dividing wall and the ceiling, e.g. 500mm, so that smoke will be seen; or • an automatic smoke detector in the outer room that will sound a warning in the inner room. 	
Are escape routes unobstructed?	Yes
<p>The assessor noted clear and unobstructed escape routes throughout the building.</p>	
17.3 Is it considered that the building is provided with reasonable arrangements for means of escape for disabled occupants?	Yes
<p>Depending on the level of disability it would generally provide reasonable means of escape.</p>	

18 Measures to Limit Fire Spread and Development

18.1 Is there a sufficient standard of compartmentation and sub-compartmentation?

No

This is a non-destructive Fire Risk Assessment. This assessment does not include inspection of any ceiling voids. Should breaches of compartmentation appear through works / removal of wall panelling, then effort should be made to ensure appropriate fire stopping fitted. Ensure the correct approved proprietary materials are installed by a competent passive fire safety contractor. Fire stopping should be applied to prevent internal spread of fire and smoke via wall/ ceiling voids. Adequate means of fire stopping including fire rated expanding foam, intumescent filler/paste and fire rated board for larger breaches. Fire stopping should be adequate to reinstate 60minutes fire separation/ resistance. Locations:

- Basement (Ceiling, under the stairs, part walls)
- Gjana Barber (Ceiling in staff area)
- Around the installation of boilers throughout
- The main electrical intake and consumer units require to be contained within a fire resisting enclosure with a complete minimum 30 minutes protection, fire stopping installed by a qualified contractor to avoid the spread of smoke or other products of combustion in the event of a fire.
- Gas meter hatch

18.2 Are linings that promote fire spread avoided as far as reasonably practicable?

Yes

The assessor has been informed that all the wooden fixtures and panels in the rear garden areas have been treated with fire resisting products.

"Verbal evidence only"

18.3 As far as can reasonably be ascertained, are fire dampers provided as necessary to protect critical means of escape against the passage of fire, smoke and combustion products in the early stages of fire?

N/A

Notes:

Comments on compartmentation are based on visual inspection of readily accessible areas, with a degree of sampling where appropriate.

A full investigation of HVAC systems is outside the scope of this risk assessment.

19 Fire Doors

19.1 Are fire doors to appropriate fire resisting standards?

No

Fire Doors throughout the property did not appear to be suitable and sufficient.

General faults acknowledged with fire doors:

- Missing cold smoke seals and intumescent strips
- Incorrect screws
- Doors not fully self-closing and closing device's missing on some doors
- Doors wedged open
- Dead locks fitted

The following doors require to be FD60's

- Fire door that open into the flat.
- Fire door to Gjana Barber
- Fire door the connects 62 to 62a.

The following door need to be changed to a fire door (FD30's)

- Basement entrance
- Basement store room
- basement cctv room

You should appoint a competent fire door contractor to carry out a full survey of all fire doors and make the necessary repairs and replacements.

All fire doors should have three fire rated hinges, be self-closing (over head closers), close flush to rebate, have no gaps in excess of 3-4mm and have intumescent strips and cold smoke seals installed all around the door or preferably frame. Intumescent strips expand in the early stages of a fire and will enhance the protection to the escape route given by the door when closed. The additional smoke seal will restrict the spread of smoke at ambient temperatures. Accordingly, with the aforementioned in mind, a competent person should replace/rectify the faults with all fire doors that open onto the escape routes.

All cupboards and storerooms, which open onto the means of escape, should be provided with 30-minute fire resisting doors with intumescent strips and cold smoke seals and must be kept locked. Doors to cupboards and storerooms should be marked "FIRE DOOR, KEEP SHUT".

Fire doors should be inspected at minimum on annual basis to ensure there is no damage or defects which affect the integrity or fire resistance. Inspections should include:

- The condition of fire and smoke seals ensuring there are no missing sections, no damage to hinges or missing hinges no gaps in excess of 3-4mm to the sides and top edge and no gap in excess of 8-10mm to the bottom, self-closing device

working and door closes securely into position.

- In accordance with the Regulatory Reform (Fire Safety) Order 2005 Article 17, the responsible person has the responsibility to

- Where necessary in order to safeguard the safety of relevant persons the responsible person must ensure that the premises and any facilities, equipment and devices provided in the respect of the premises under the RRO are subject to a suitable system of maintenance and are maintained in an efficient state, in efficient working order and in good repair.

19.2 More Specifically:

Do all fire doors close fully and form a close fit in the opening?	No
Are all fire doors fitted with appropriate ironmongery?	No
Are fire doors fitted with intumescent strips and smoke seals as required?	No
Are fire doors in good condition?	Yes
Is the practice of wedging or otherwise holding doors open avoided?	No

Evidence of wedging of fire doors. This is bad practice and must be avoided to allow all fire doors to close fully on their self-closing devices.

20 Emergency Escape Lighting

20.1 Is there a reasonable standard of escape lighting provided?

No

Emergency Escape Lighting is provided for parts of the premises however is currently not fully sufficient.

Noted below is all areas that should be covered with emergency lighting:

- each exit door;
 - escape routes;
 - intersections of corridors;
 - outside each final exit and on external escape routes;
 - emergency escape signs;
 - stairways so that each flight receives adequate light;
 - changes in floor level;
 - windowless rooms and toilet accommodation exceeding 8m²;
 - firefighting equipment;
 - fire alarm call points;
 - equipment that would need to be shut down in an emergency;
 - lifts; and
- halls or other areas greater than 60m².

Note:

Comments on emergency lighting are based on visual inspection, no test of luminance levels or verification of full compliance with relevant British Standards has been carried out during the assessment

21 Fire Safety Signs and Notices

21.1 Are fire safety signs and notices suitable and sufficient?

No

- All the entrances & exits require fire action plans
- Fire exits require (Fire exit / Keep clear) signage on the back of exit doors.
- 'Fire Door Keep Locked' signage is required to be displayed on the external face of the electrical intakes.
- Hazard warning signage required on the door to the electrical intake room.
- Fire Door – Keep closed' (blue 'mandatory' safety sign) required on every fire door in the building.
- The perimeter of the building requires clear directional signage to the designated fire assembly point.
- No smoking signage required to be fitted by the front entrance door.

22 Means of Giving Warning in the Event of Fire

22.1 Is there a reasonable manually operated electrical fire alarm system provided?

Yes

Manual call points located throughout the premises.

Call Points are recommended to be installed throughout the premises. Call points are recommended to be covered when installed in accordance with BS 5839-1:2017 as to reduce the number of false alarms the fire Brigade attend.

22.2 If an automatic fire detection system is required is it provided and generally appropriate for the occupancy and fire risk?

No

The assessor noted that although the building are accessible via fire doors from one another there was two separate systems, one for No.62 & another for No.62a.

The fire alarm system for No.62a "Sweet London" had no power and detectors throughout had been removed. This system is required to be replaced with L2/M Category in accordance with BS 5839 Pt 1

The fire alarm system for No.62 "Gjana Barber" and the rear areas had a number of faults within the system and showing on the panel. The assessor was informed that this system incorporates the owners flat located above. A zonal map should be fitted adjacent to the panels.

22.3 If there is an alarm system is there remote transmission of alarm signals if required?

N/A

Note:

Comments on fire alarm system are based on visual inspection, no audibility tests or verification of full compliance with relevant British Standards has be carried out during the assessment

23 Manual Fire Extinguishing Appliances

23.1 Is the provision of portable fire fighting equipment adequate?

Yes

23.2 If hose reels are required are they provided?

N/A

23.3 Are all fire extinguishing appliances readily accessible?

Yes

Extinguishers should be located as follows:

- on a dedicated stand or hung on wall brackets with the handle approximately 1.5m from floor level;
- in a position such that they do not obstruct the escape route;
- close to the exit position from each floor;
- not obstructed by opening doors and not in recesses out of sight; and
- away from heaters or areas where they may be subject to damage.
- Correct signage above.

Create a schedule of fire extinguishers detailing type, size and location, to ensure all units are maintained and tested at the required frequency.

24 Relevant Automatic Fire Extinguishing Systems

Types of system

None

Comments and observations:

N/a

25 Facilities, Equipment and Devices for the Protection of Fire-Fighters

Types of facilities:

None

Comments and observations:

N/a

MANAGEMENT OF FIRE SAFETY

26 Procedures and arrangements

26.1 Fire safety is managed by?

Owner: Rraman Gjana

Note:

This is not intended to represent a legal interpretation of responsibility, but merely reflects the managerial arrangement in place at the time of the risk assessment

26.2 Are there competent persons available to assist in implementing fire safety arrangements?

No

There are competent persons within the premises however due to lack of any fire safety training amongst staff, it is considered that there is not currently anyone deemed appropriate to implement fire safety arrangements. Whoever takes on this role must have a broad knowledge of implementing policies and procedures for this establishment. See section 27.4.

26.3 Is there a fire policy in place if it is considered necessary?

No

A fire policy needs to be put in place. This should include-

Management responsibilities, duties of fire wardens/fire marshals, visitor information, calling the fire and rescue, staff fire safety training, arranging fire risk assessments, emergency procedures, alarm activation and incident reporting, the regular monitoring of fire doors fire fighting equipment and structural alterations.

The in house fire policy should be documented and made available to all staff.

26.4 Are there appropriate procedures in place?

No

There should be a plan in place for procedures in the event of a fire. For instance, how people will be warned in the event of a fire. What people should do if they discover a fire. Detailed information on how the fire and rescue services and any other necessary services will be called and who will be responsible for doing this. How any evacuation should be carried out with any individual need/risks relating to any individual persons. Where people should assemble after they have left the premises or moved to a refuge, and checking to ensure the premises has been fully vacated. Identification of key escape routes, how people can gain access to them and escape from them to a place of total safety. Procedures for meeting fire and rescue services on their arrival, and notifying them of the locations of any remaining persons. The duties and identity of staff/persons (if applicable) who have specific responsibilities in the event of a fire. Arrangements for the safe evacuation of people identified as being especially at risk. Any machines/processes/appliances/power supplies that require to be stopped/isolated if there is a fire. Specific arrangements, if necessary for high fire risk areas. Contingency plans such as restrictions on the use of the building for when life safety systems such as fire detection and warning systems are out of order.

More specifically:

Are procedures in the event of fire appropriate and properly documented?

No

Are there suitable arrangements for summoning the fire and rescue service?

No

There is no documentation to hand to show there is a procedure in place for summoning the Fire Service. It is recommended that the procedure is developed out to detail exactly how the Fire Services are alerted (see above).

Are there suitable arrangements to meet the fire and rescue service on arrival and provide relevant information, including that relating to hazards to fire-fighters?

No

Are there suitable arrangements for ensuring that the premises have been evacuated?

No

Is there a suitable fire assembly point(s)?

Yes

The designated fire assembly point is advised be outside No.56 Stewart House. This is the most suitable location, ensuring that all patrons and staff are in a safe place for a roll call to be completed in the event of a fire evacuation, plus they will not be obstructing access for the Fire Service.

Are there adequate procedures for evacuation of any disabled people who are likely to be present?

No

It is recommended that the procedure is developed out to detail exactly how to evacuate any disabled people who maybe present.

26.5 Are persons nominated and trained to use fire extinguishing appliances?

No

No evidence of extinguisher training for staff. It is recommended that designated fire marshals carry out specific training to become competent in the use of fire fighting equipment. T2 fire can provide extinguisher training, please contact the office to make arrangements if necessary. it is preferred that the occupants vacate the building as soon as possible rather than try to use an extinguisher incorrectly.

26.6 Are persons nominated and trained to assist with evacuation, including the evacuation of disabled people?

No

See 27.4

26.7 Is there appropriate liaison with the fire and rescue service (e.g. fire and rescue crews visiting for familiarisation)?

N/A

It is not known if crews from the local watch have visited for the purpose of site familiarisation.

26.8 Are routine in-house inspections of fire precautions carried out (e.g. In the course of health and safety inspections)?

No

In house routine inspections are recommended to highlight any areas of concern within the premises. Management must be informed of any issues to correct any potential risks.

Listed below are the recommended timeframes.

- Fire Exit and Escape route checks - Daily
- Fire Alarm Tests - Weekly
- Fire Equipment Checks – Weekly
- Fire Door Inspection - 6 Monthly
- Emergency Lighting Tests – Monthly
- Visual checks of electrical equipment and cables - Monthly
- Visual check of the condition of all Fire Signage - Monthly
- Fire Drills – Twice Annually at minimum

These checks should be recorded within the Fire Safety Log Book.

27 Training and drills

27.1 Are all staff given adequate fire safety instruction and training on induction?

No

Induction training is a legal requirement for staff working in commercial properties. This can be verbal or documented information and it is recommended that any staff attending this training sign a document to show date of attendance. It is management responsibility to organize induction training for new and existing staff. Staff should be given a physical walk round of the premises, highlighting escape routes, fire exits and locations of fire points (extinguishers, call points and emergency action plans). Staff must also give access to the in-house policies and procedures documents.

27.2 Are all staff given adequate periodic "refresher training" at suitable intervals?

No

All staff require training in what to do in the event of a fire and it is a requirement under The Regulatory Reform Order (Fire Safety) Order. The actions of the staff if there is a fire are likely to be crucial to their safety and that of other people in the premises. All staff should receive basic fire safety induction training and attend refresher session at predetermined intervals, at least once every twelve months. The training should take into account findings of the Fire Risk Assessment and be easily understood by all those attending. It should include the role that those members of staff will be expected to carry out if a fire occurs.

As a minimum, all staff should receive training about:

- Any fire risks within, or associated with, the premises.
- The general fire precautions within the building.
- Action in the event of fire.
- Action on hearing the Fire Alarm signal.
- Method of operating of manual Call Points.
- Locations and use of Fire Extinguishers.
- Means for summoning the Fire Service.
- Identity of persons nominated to assist with evacuation.
- Identity of persons nominated to use the Fire Extinguishing appliances.

27.3 Does all staff training provide information, instruction or training on the following:

Fire risks in the premises?	No
The fire safety measures in the building?	No
Action in the event of fire?	No
Method of operation of the manual call points?	No
Location and use of fire fighting equipment?	No
Means for summoning the fire and rescue service?	No
Identity of persons nominated to assist with evacuation?	No
Identity of persons nominated to use fire extinguishing appliances?	No

See 26.5

27.4 Are staff with special responsibilities (e.g. Fire wardens) given additional training?

No

There are no documentation/ certificates to show that Fire Marshall training has been done, there should be at least x1 Fire Marshals on the premises during opening hours, these people will know the evacuation procedures during the break out of fire, it is recommended that there should be x2 trained Fire Marshals and all the rest of staff should have certified basic fire awareness training (T2 Fire can provide this training via e-learning, call to arrange 0208 935 5442).

27.5 Are drills carried out at appropriate intervals?

No

At the time of assessment there was no documentation to show that fire drills are carried out, this must be put in place and logged for inspection.

Drills should be timed and documented to highlight any areas of concern. Management should debrief staff following the drill.

6 monthly drills should be carried out at a minimum in a premises of this nature.

27.6 Is the workplace adequately maintained?	No
27.7 When the employees of another employer work in the premises:	
Is their employer given appropriate information (e.g. On fire risks and general fire precautions)?	N/A
Is it ensured that the employees are provided with adequate instructions and information?	N/A
28 Testing and maintenance	
28.1 Is there adequate maintenance of premise?	No
No records of sufficient maintenance and periodic testing and servicing being carried out by qualified contractors at this premises.	
28.2 Is there weekly testing and periodic servicing of the fire detection and alarm system?	No
<p>The Fire alarm system should be tested weekly in-house and maintained every 6 months by a qualified alarm engineer. For best practice, all test results should be duly recorded in a Fire Safety Logbook.</p> <ul style="list-style-type: none"> • Routine testing – at least one detector or call point in each zone should be tested weekly to ensure correct operation of the system. Any defect should be recorded in the logbook and action taken to correct it. • Routine maintenance – a six-monthly service should be carried out by a competent person, usually a specialist alarm engineer, under a maintenance contract. It entails a full test to ensure compliance as specified in with BS 5839: part 1, section 6. It should be recorded in the logbook and a periodic inspection and test certificate issued. 	
28.3 Is there monthly, six-monthly and annual testing of the emergency lighting?	No
<p>The Emergency Escape Lighting should be tested each month and maintained annually by a qualified Electrical Engineer.</p> <p>For best practice, all test results should be duly recorded in a Fire Safety Logbook.</p>	
28.4 Is there annual maintenance and testing of fire fighting equipment?	Yes
<p>Last fire extinguisher service completed 09/21.</p> <p>Firefighting equipment is required to be maintained and inspected annually.</p>	
28.5 Is there periodic inspection of external escape stairs and gangways?	N/A
28.6 Is there six monthly and annual testing of wet/dry risers?	N/A
28.7 Is there weekly and monthly testing and six monthly and annual inspection of fire fighting lifts?	N/A
28.8 Is there weekly testing and periodic inspection of sprinkler installations?	N/A
28.9 Is there routine checks of fire doors and final exit doors?	No
This should be checked weekly and logged for inspection.	
28.10 Is there annual inspection and testing of lightning protection system?	N/A
28.11 Other relevant inspection and testing	

29 Records

29.1 Are there appropriate records of:

Fire drills?

No

Weekly in-house testing is required to be completed and logged for inspection.

Fire training?

No

Monthly in-house testing is required to be completed and logged for inspection.

Fire alarm tests?

No

Weekly testing is required to be completed and logged for inspection.

Emergency escape lighting tests?

No

Monthly testing is required to be completed and logged for inspection.

Maintenance and testing of other fire protection systems?

N/A

The detection, warning system and emergency lighting, should be subject to routine testing and maintenance inspection by a competent person / organisation and records of these regime should be recorded on site and be made available on request.

Appendix

Appendix



Photo 1

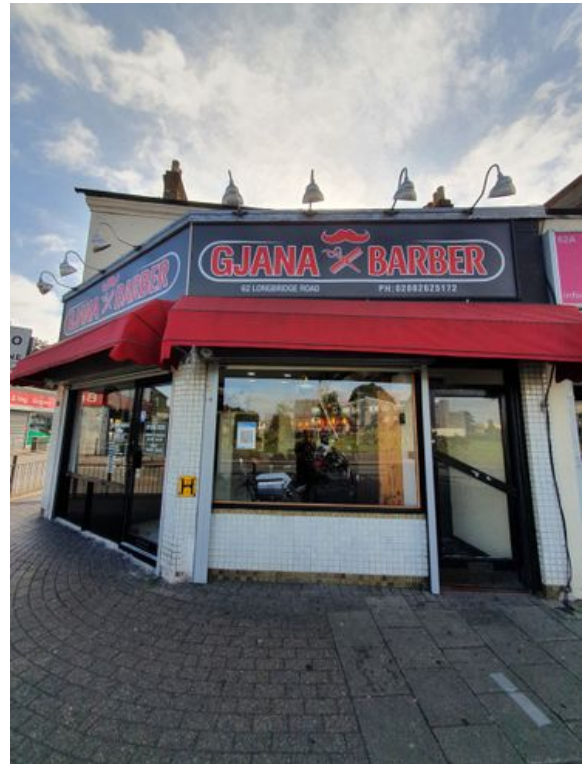
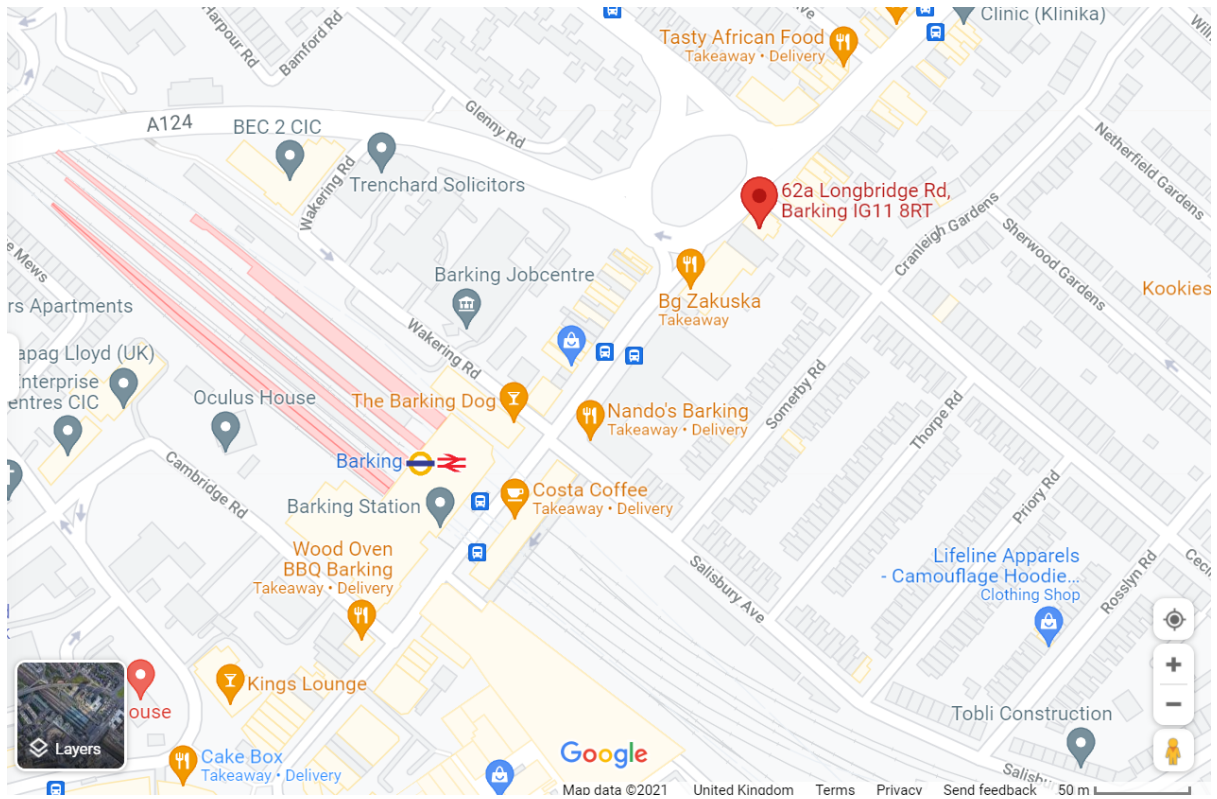


Photo 2



Photo 3

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