

To: Licensing and Gambling Acts Sub-Committee
Date: 4th March 2025
Report of: Deputy Chief Executive for City and Citizens' Services
Title of Report: McDonald's Restaurants Limited – Application for a New Premises Licence – McDonald's Restaurants, 44-46 Cornmarket Street, Oxford, OX1 3HA
Application Ref: 25/00281/PREM

| Summary and recommendations | |
|------------------------------------|--|
| Decision being taken: | To inform the determination of McDonald's Restaurants Limited's application for a New Premises Licence |
| Key decision: | No |
| Corporate Priority: | Strong, fair economy & thriving communities |
| Policy Framework: | Statement of Licensing Policy – Licensing Act 2003 |

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|---|
| Recommendation(s): The Licensing and Gambling Acts Sub-Committee resolves to: |
| 1. Determine McDonald's Restaurant Limited's application taking into account the details in this report and any representations made at this Sub-Committee meeting. |

| Appendix No. | Appendix Title | Exempt from Publication |
|---------------------|---|--------------------------------|
| Appendix 1 | Application for a new Premises Licence and Plan | No |
| Appendix 2 | Representation from Thames Valley Police | No |
| Appendix 3 | Location Map | No |

Introduction and background

1. This report is made to the Licensing & Gambling Acts Casework Sub-Committee so it may determine in accordance with its powers and the Licensing Act 2003 whether **to grant** a Premises Licence to McDonald's Restaurants Limited.

Application Summary

- An application for a new Premises Licence has been submitted by McDonald's Restaurants Limited. The licensable activities applied for, and the time proposed for these activities are:

Late Night Refreshment (provided both indoors and outdoors):

Sunday to Saturday 23:00 hours until 00:00 hours

- The Applicant's description of the premises as detailed in the application form is:
"Restaurant selling hot food and non-alcoholic drink for consumption on and off the premises".
- The application, plan and the steps the applicant intends to take to promote the licensing objectives (as set out in the operating schedule) can be found at **Appendix One**.

Relevant Representations

- A valid representation has been received from a Responsible Authority, Thames Valley Police, as detailed in the table below. A copy of the representation can be found at **Appendix Two**. Responses from the other Responsible Authorities are detailed below. There were no representations received from Other Persons.

| Responsible Authority | Response | Licensing Objective(s) |
|-------------------------|---------------------|--|
| Licensing Authority | No representation | |
| Thames Valley Police | Objection | Crime and Disorder, Public Nuisance, Public Safety, Protection of Children from Harm |
| Fire and Rescue Service | No adverse comments | |
| Health and Safety | No representation | |
| Environmental Health | No objection | |
| Planning | No representation | |
| Child Safeguarding | No representation | |
| Public Health | No representation | |
| Trading Standards | No representation | |
| Home Office | No representation | |

- The Applicant and Thames Valley Police were liaising during the consultation period to address concerns raised, however no final agreement was reached before the

consultation deadline, subsequently Thames Valley Police submitted a representation objecting to the application.

Location

7. A map can be found at **Appendix Three** which shows the general location of the applicant's premises, and the proximity to the premises of those who have raised objections to the application.

Statement of Licensing Policy

8. The Sub-Committee is referred to the Council's Statement of Licensing Policy. In particular, the following paragraphs have a bearing upon the application:

| Relevant Policy Matters | Section | Policy |
|-------------------------------|------------------|--------------|
| Cumulative Impact | 3.1.1 to 3.1.3 | GN16 to GN18 |
| Special Saturation Policy | 3.2.1 to 3.2.8 | GN19 |
| Licensing Hours | 5.1.1 | LH1 to LH3 |
| Dispersal Procedures | 5.3.1 to 5.3.3 | LH6 |
| Prevention of Public Nuisance | 7.3.1 to 7.3.6 | LA3 |
| Addressing local concerns | 7.3.10 | LA4 |
| Late Night Refreshment | 7.5.16 to 7.5.19 | PP9 |
| CCTV | 8.3.1 | OS 7 |
| Drug Control | 8.4.1 to 8.4.4 | OS 8 |

9. A copy of the Statement of Licensing Policy may be obtained from the Council Offices or found online at:
<https://www.oxford.gov.uk/downloads/download/307/download-the-statement-of-licensing-policy>.

Home Office Statutory Guidance

10. Members are also referred to the statutory guidance issued by the Home Office. Of particular relevance to this application are the following matters:

| Relevant Sections | Relevant Paragraph |
|----------------------------------|--------------------|
| Crime and Disorder | 2.1 to 2.7 |
| Public Safety | 2.8 to 2.15 |
| Public Nuisance | 2.21 to 2.27 |
| Protection of Children from Harm | 2.28 to 2.37 |

11. A copy of the Home Office Statutory Guidance may be found online at: <https://www.gov.uk/government/publications/explanatory-memorandum-revised-guidance-issued-under-s-182-of-licensing-act-2003>.

Cumulative Impact

12. Oxford City Council has adopted Special Saturation Policies in respect of the City Centre and East Oxford as detailed within the Statement of Licensing Policy.
13. The Special Saturation Policies were introduced following evidence brought by Thames Valley Police on the grounds of the cumulative impact of premises licensed for the sale of alcohol on the licensing objectives of preventing crime and disorder and preventing public nuisance within the defined areas.
14. The effect of adopting Special Saturation Policies is to create a rebuttable presumption that applications for new Premises Licences or Club Premises Certificates or material variations to these will normally be refused, if relevant representations to that effect are received, unless it can be demonstrated that the operation of the premises involved will not add significantly to the cumulative impact already being experienced on the licensing objectives of preventing crime and disorder and preventing public nuisance.

Other Relevant Considerations

15. The Sub-Committee is reminded of its responsibilities under the Crime and Disorder Act 1988 (to co-operate in the reduction of crime and disorder in Oxford) and the Human Rights Act (which guarantees the right to a fair hearing for all parties in the determination of their civil rights, and also provides for the protection of property, which may include licences in existence, and the protection of private and family life) when considering the fair balance between the interests of the applicant and the rights of local residents. Any decision taken by the Sub-Committee must be necessary and proportionate to the objectives being pursued.
16. Members are reminded that whenever they make a decision under the Licensing Act 2003, they have a duty to act with a view to promoting the licensing objectives.
17. When considering any representations, only those issues relating to the four licensing objectives should be considered and appropriate weight given to the importance and relevance of each representation.
18. In making its decision, Members must also have regard to the Home Office statutory guidance issued under section 182 of the Licensing Act 2003 and the Council's own Statement of Licensing Policy.

19. The Sub-Committee must take such of the following steps as it considers appropriate for the promotion of the licensing objectives:
- a. **Grant the licence in accordance with the application.**
 - b. **Modify the conditions of the operating schedule by altering or omitting or adding to them.**
 - c. **Exclude or restrict from the scope of the licence any of the licensable activities to which the application relates.**
 - d. **Reject the whole of the application.**

The Sub-Committee may also grant the licence subject to different conditions for different parts of the premises or the different licensable activities.

20. Members are asked to note that they may not modify the conditions or reject whole or part of the application merely because they consider it desirable to do so. It must be appropriate to do so in order to promote the licensing objectives. Any such step must relate to a relevant representation made.
21. If Members grant the application, the details of the operating schedule will be incorporated into the licence as conditions. The licence will also be subject to certain mandatory conditions.

Legal issues

22. Members should note that the applicant or persons making representations have the right of appeal against the decision made by the Sub-Committee.

| | |
|----------------------------|--|
| Report author | Richard Masters |
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| Service area or department | General Licensing |
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| | |
|---------------------------|--|
| Background Papers: | |
| 1 | Oxford City Council's Statement of Licensing Policy: Download the Statement of Licensing Policy Oxford City Council |
| 2 | Home Office Revised Guidance under Section 182 of the Licensing Act 2003: Revised Guidance issued under section 182 of the Licensing Act 2003 |



Oxford
Application for a premises licence
Licensing Act 2003

For help contact
elms@oxford.gov.uk
 Telephone: 01865 252565

* required information

Section 1 of 21

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

| | | |
|------------------|----------------------|--|
| System reference | Not Currently In Use | This is the unique reference for this application generated by the system. |
| Your reference | M-01126105 | You can put what you want here to help you track applications if you make lots of them. It is passed to the authority. |

Are you an agent acting on behalf of the applicant?

Yes
 No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Applicant Details

| | | |
|------------------------|--------------------------------|-----------------------|
| * First name | McDonald's Restaurants Limited | |
| * Family name | McDonald's Restaurants Limited | |
| * E-mail | | |
| Main telephone number | | Include country code. |
| Other telephone number | | |

Indicate here if the applicant would prefer not to be contacted by telephone

Is the applicant:

Applying as a business or organisation, including as a sole trader
 Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means the applicant is applying so the applicant can be employed, or for some other personal reason, such as following a hobby.

Applicant Business

| | | |
|--|---|---|
| Is the applicant's business registered in the UK with Companies House? | <input checked="" type="radio"/> Yes <input type="radio"/> No | Note: completing the Applicant Business section is optional in this form. |
| Registration number | 01002769 | |
| Business name | McDonald's Restaurants Limited | If the applicant's business is registered, use its registered name. |
| VAT number | - | Put "none" if the applicant is not registered for VAT. |
| Legal status | Private Limited Company | |

Continued from previous page...

Applicant's position in the business

Home country

The country where the applicant's headquarters are.

Registered Address

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Agent Details

* First name

* Family name

* E-mail

Main telephone number

Include country code.

Other telephone number

Indicate here if you would prefer not to be contacted by telephone

Are you:

- An agent that is a business or organisation, including a sole trader
- A private individual acting as an agent

A sole trader is a business owned by one person without any special legal structure.

Agent Business

Is your business registered in the UK with Companies House? Yes No

Note: completing the Applicant Business section is optional in this form.

Registration number

Business name

If your business is registered, use its registered name.

VAT number

Put "none" if you are not registered for VAT.

Legal status

Continued from previous page...

Your position in the business

Home country

The country where the headquarters of your business is located.

Agent Registered Address

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

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PREMISES DETAILS

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003.

Premises Address

Are you able to provide a postal address, OS map reference or description of the premises?

- Address OS map reference Description

Postal Address Of Premises

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Further Details

You must enter a telephone number

Telephone number

Non-domestic rateable value of premises (£)

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APPLICATION DETAILS

In what capacity are you applying for the premises licence?

- An individual or individuals
- A limited company / limited liability partnership
- A partnership (other than limited liability)
- An unincorporated association
- Other (for example a statutory corporation)
- A recognised club
- A charity
- The proprietor of an educational establishment
- A health service body
- A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- The chief officer of police of a police force in England and Wales

Confirm The Following

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

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NON INDIVIDUAL APPLICANTS

Provide name and registered address of applicant in full. Where appropriate give any registered number. In the case of a partnership or other joint venture (other than a body corporate), give the name and address of each party concerned.

Non Individual Applicant's Name

Name

Details

Registered number (where applicable)

Description of applicant (for example partnership, company, unincorporated association etc)

Continued from previous page...

Company

Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Contact Details

E-mail

Telephone number

Other telephone number

* Date of birth / /
dd mm yyyy

* Nationality [Documents that demonstrate entitlement to work in the UK](#)

Add another applicant

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OPERATING SCHEDULE

When do you want the premises licence to start? / /
dd mm yyyy

If you wish the licence to be valid only for a limited period, when do you want it to end / /
dd mm yyyy

Provide a general description of 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 for consumption of these off- supplies you must include a description of where the place will be and its proximity to the premises.

Restaurant selling hot food and non-alcoholic drink for consumption on and off the premises.

Continued from previous page...

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

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PROVISION OF PLAYS

[See guidance on regulated entertainment](#)

Will you be providing plays?

- Yes No

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PROVISION OF FILMS

[See guidance on regulated entertainment](#)

Will you be providing films?

- Yes No

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PROVISION OF INDOOR SPORTING EVENTS

[See guidance on regulated entertainment](#)

Will you be providing indoor sporting events?

- Yes No

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PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

[See guidance on regulated entertainment](#)

Will you be providing boxing or wrestling entertainments?

- Yes No

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PROVISION OF LIVE MUSIC

[See guidance on regulated entertainment](#)

Will you be providing live music?

- Yes No

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PROVISION OF RECORDED MUSIC

[See guidance on regulated entertainment](#)

Will you be providing recorded music?

- Yes No

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PROVISION OF PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will you be providing performances of dance?

Continued from previous page...

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PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will you be providing anything similar to live music, recorded music or performances of dance?

- Yes No

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LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

- Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Continued from previous page...

Will the provision of late night refreshment take place indoors or outdoors or both?

- Indoors Outdoors Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

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.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the supply of late night refreshments at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

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SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

- Yes No

PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- Electronically, by the proposed designated premises supervisor
 As an attachment to this application

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

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ADULT ENTERTAINMENT

Continued from previous page...

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

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 etc gambling machines etc.

The premises will operate as an outlet of food and non-alcoholic drink and does not provide any adult entertainment or service that gives rise to a concern in respect of children.

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HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start

End

Start

End

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Continued from previous page...

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

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LICENSING OBJECTIVES

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

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

List here steps you will take to promote all four licensing objectives together.

This restaurant understands that in extending our opening hours we have a duty to the local community and that we continue to protect our staff and customers from danger and harm. We believe that the systems we have in place are robust, thorough and will, as far as reasonably practicable, secure the promotion of the four licensing objectives. It should be noted that no McDonald's restaurant within the United Kingdom serves alcohol and further none of our drinks or food are served to customers in glass receptacles.

We are eager to work in partnership with all responsible authorities to ensure the promotion of the four licensing objectives. We also seek to work with the local communities, whom we serve, in achieving a successful cohesion between our business operations and our neighbours.

b) The prevention of crime and disorder

This restaurant is keen to work in partnership with the local police service to prevent crime and disorder.

CCTV

McDonald's operates a robust CCTV Policy to ensure compliance with Data Protection Legislation and to assist the Police with the prevention and detection of crime. At all stores where CCTV is in operation appropriate signage reflecting this information is displayed.

McDonald's operate digital motion activated CCTV systems where images are retained on a hard drive system. All CCTV equipment is of a standard suitable to record images of a proper quality and meets the industry standard. As part of the digital system an alarm will sound if the equipment is faulty or not recording, thereby alerting management for the need to intervene. The CCTV system is regularly serviced by qualified maintenance technicians.

Access to the CCTV system will be provided to Police Officers at their request where reasonable.

Staffsafe

A Staffsafe™ system with both audio and visual monitoring capability will be installed in the restaurant, this system, can be activated by either fixed or mobile panic buttons. Once activated the system links the restaurant to an external monitoring centre capable of intervening to resolve crime and disorder issues and/or provide the appropriate advice or instruction to

Continued from previous page...

support and protect the restaurant's staff and customers.

At this restaurant all shift managers have safety and security training; including Maybo SIA accredited Conflict Management Training.

c) Public safety

This restaurant is keen to work in partnership with the local Fire Service and Environmental Health Officer to ensure public safety.

This restaurant has safety systems in place to protect the safety of customers and staff at all times (such as Staffsafe). We work with the local Environmental Health Office and local Fire Service to ensure we are complying, as far as reasonably practicable, with relevant Health and Safety and Fire Safety Legislation. This restaurant is also subject to inspections from our own safety and security teams to ensure our systems are being maintained.

All of our restaurant staff receive comprehensive safety training to ensure that safe working methods are adopted and all staff are trained on the restaurant's evacuation procedure in the event of a fire or other dangerous occurrence.

This store operates a "No Open Alcohol Containers" policy to prevent persons carrying open alcohol into the in-store area.

d) The prevention of public nuisance

Litter

McDonald's were the first company in our sector to introduce litter patrols in the early 1980's. McDonald's is committed to carry out litter patrols collecting both McDonald's packaging and any other litter that has been carelessly discarded. We are happy to act on recommendations from the Environmental Health Officer should they feel that we should extend our patrol to a nearby area, as far as this is reasonably practicable.

All of McDonald's packaging displays the recycle symbol to encourage our customers to deal with their waste responsibly. Further details regarding McDonald's commitment to reducing waste and litter nuisance can be found at the "Our World" section of the McDonald's website:

<https://www.mcdonalds.com/gb/en-gb/our-plan-for-change.html>

Noise

Where it is practical to do so we are content to put measures in place to limit noise. All McDonald's restaurant doors are self-closing and we try to encourage our customers to be considerate to our neighbours and to limit noise both when ordering their food and on leaving the local area.

e) The protection of children from harm

McDonald's do not anticipate that unaccompanied children will use the restaurant in the extended hour's period covered by this licensing application. We do however take their safety extremely seriously and will continue to employ the same practices to ensure that they are protected from harm at all times when visiting the restaurant.

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NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK

Continued from previous page...

Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this in one of two ways: 1) by providing with this application copies or scanned copies of the documents listed below (which do not need to be certified), or 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

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- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
 - evidence of the applicant's own identity – such as a passport,
 - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
 - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
 - (i) working e.g. employment contract, wage slips, letter from the employer,
 - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
 - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
 - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

Original documents must not be sent to licensing authorities. If the document copied is a passport, a copy of the following pages should be provided:-

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

Continued from previous page...

If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

Home Office online right to work checking service

As an alternative to providing a copy of the documents listed above, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their 9-digit share code (provided to them upon accessing the service at <https://www.gov.uk/prove-right-to-work>) which, along with the applicant's date of birth (provided within this application), will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be checked online. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copy documents as set out above.

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NOTES ON REGULATED ENTERTAINMENT

Continued from previous page...

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:
 - o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - o 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.
 - o 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.
 - o 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.
 - o 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:
 - o 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.
 - o 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.
 - o 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.

Continued from previous page...

- 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:
 - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - o 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;
 - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - o 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.

Section 21 of 21

PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.

Premises Licence Fees are determined by the non-domestic rateable value of the premises.

To find out a premises non domestic rateable value go to the Valuation Office Agency site at http://www.voa.gov.uk/business_rates/index.htm

Band A - No RV to £4300 £100.00

Band B - £4301 to £33000 £190.00

Band C - £33001 to £8700 £315.00

Band D - £87001 to £12500 £450.00*

Band E - £125001 and over £635.00*

*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then your are required to pay a higher fee

Band D - £87001 to £12500 £900.00

Band E - £125001 and over £1,905.00

There is an exemption from the payment of fees in relation to the provision of regulated entertainment at church halls, chapel halls or premises of a similar nature, village halls, parish or community halls, or other premises of a similar nature. The costs associated with these licences will be met by central Government. If, however, the licence also authorises the use of the premises for the supply of alcohol or the provision of late night refreshment, a fee will be required.

Schools and sixth form colleges are exempt from the fees associated with the authorisation of regulated entertainment where the entertainment is provided by and at the school or college and for the purposes of the school or college.

If you operate a large event you are subject to ADDITIONAL fees based upon the number in attendance at any one time

Capacity 5000-9999 £1,000.00

Capacity 10000 -14999 £2,000.00

Capacity 15000-19999 £4,000.00

Capacity 20000-29999 £8,000.00

Capacity 30000-39000 £16,000.00

Capacity 40000-49999 £24,000.00

Capacity 50000-59999 £32,000.00

Capacity 60000-69999 £40,000.00

Capacity 70000-79999 £48,000.00

Capacity 80000-89999 £56,000.00

Capacity 90000 and over £64,000.00

* Fee amount (£)

635.00

DECLARATION

Continued from previous page...

[Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).

The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate (please see note 15)

*

Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

* Full name

* Capacity

* Date / /
dd mm yyyy

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...
2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/oxford/apply-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

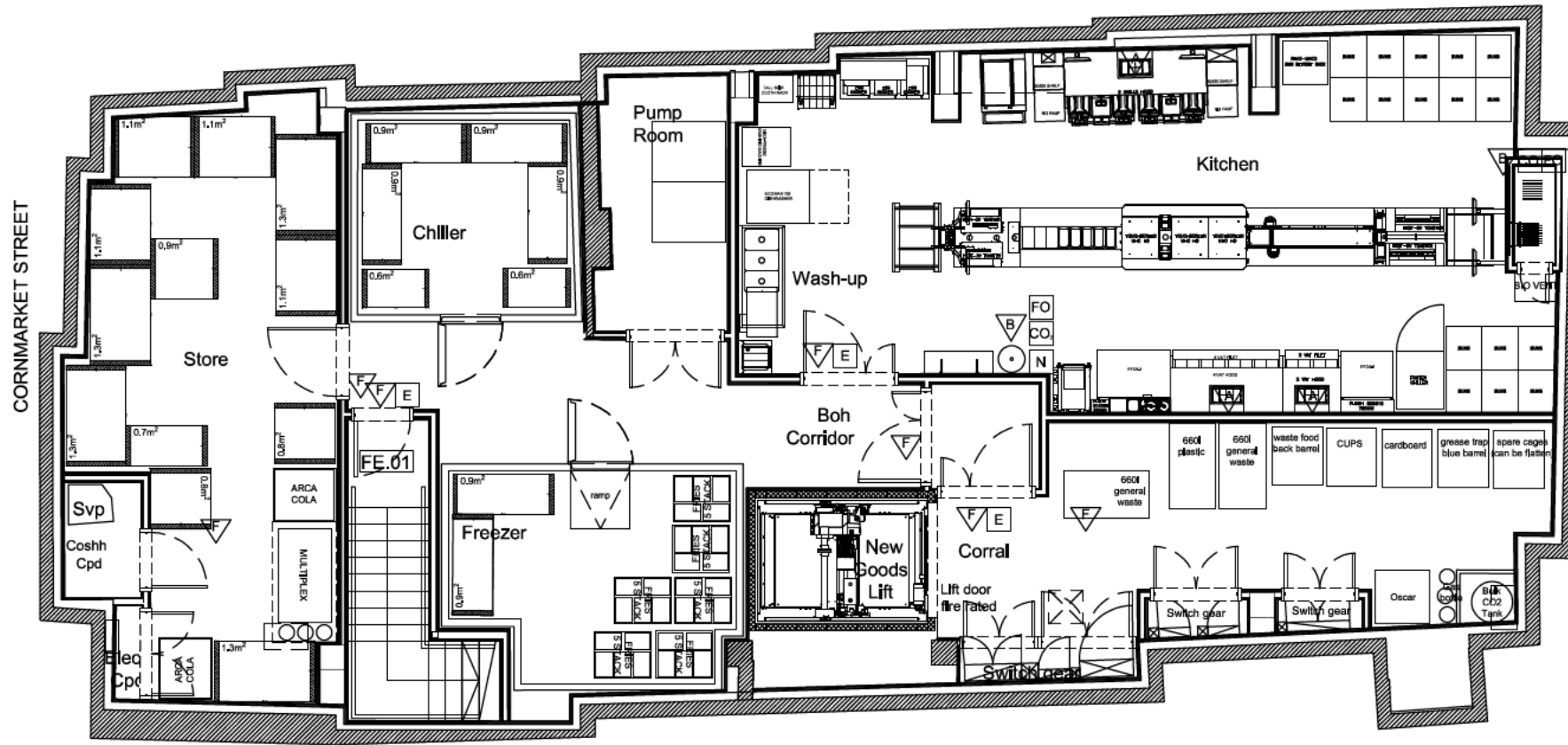
IT IS AN OFFENCE LIABLE TO SUMMARY CONVICTION TO A FINE OF ANY AMOUNT UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

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

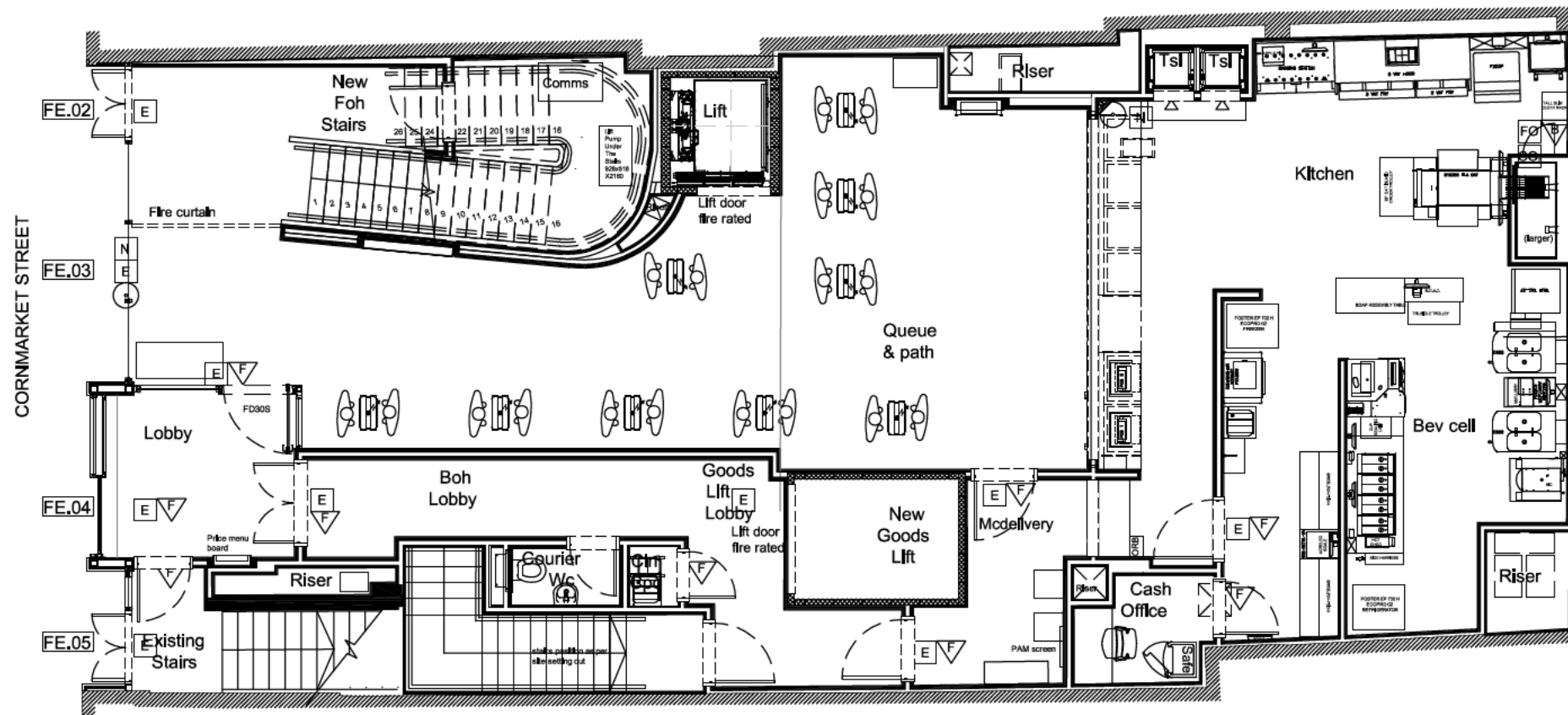
OFFICE USE ONLY

| | |
|----------------------------|---|
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| Fee paid | <input type="text"/> |
| Payment provider reference | <input type="text"/> |
| ELMS Payment Reference | <input type="text"/> |
| Payment status | <input type="text"/> |
| Payment authorisation code | <input type="text"/> |
| Payment authorisation date | <input type="text"/> |
| Date and time submitted | <input type="text"/> |
| Approval deadline | <input type="text"/> |
| Error message | <input type="text"/> |
| Is Digitally signed | <input type="checkbox"/> |

[1](#) [2](#) [3](#) [4](#) [5](#) [6](#) [7](#) [8](#) [9](#) [10](#) [11](#) [12](#) [13](#) [14](#) [15](#) [16](#) [17](#) [18](#) [19](#) [20](#) [21](#) [Next >](#)



Basement plan



Ground floor plan

NOTES
 Note:
 All fry stations have automatic fire suppression devices fitted.

Fire Strategy Legend :

- Fire exit door - Doors to include emergency release and 'fire exit' signage - 100mm white block letters on green background.
- 'Fire door keep shut' signage - 100mm white letters on green background.
- 'Fire Exit keep clear' signage - 100mm white letters on green background.
- 'Push bar to open' signage - 100mm white letters on green background.
- 'Fire exit' signage - 100mm white letters on green background.
- Fire instruction notice.
- 1.5KG CO2 Fire extinguisher with description signage to wall.
- 9 Litre water fire extinguisher with description signage to wall.
- 6 Litre aff foam spray fire extinguisher with description signage to wall.
- Fire blanket with description signage to wall.
- Ansul system
- Break glass alarm point
- Emergency Voice Communication System
- Emergency Call Point
- Evacuation Chair
- Disabled refuge Intercom
- Smoke detector (optical)
- Heat detector (fixed temp)
- Heat detector (rate of rise)
- Combined smoke detector (optical) and sounder
- Flashing Indicator light
- Electronic fire alarm sounder + beacon
- Fire alarm panel
- Fire alarm interface unit

Licensable activity:
 Sale of Hot food & Drink after 11pm.

Rev. Date. Amendments

PROJECT
 #2551 Oxford Cornmarket
 44-46 Cornmarket Street,
 Oxford,
 OX1 3HA

TITLE
 Basement & Ground floor
 (For Licencing)

| | | | | | |
|--------|----------|--------|------------|----------|------|
| Date: | Jan 2025 | Drawn: | C.T.S.G. | Checked: | Arch |
| Scale: | 1:100@A3 | Type: | DRG. No. | Issue: | 001 |
| | | | L/2551/001 | | |



NOTES
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- Evacuation Chair
- Disabled refuge Intercom
- Smoke detector (optical)
- Heat detector (fixed temp)
- Heat detector (rate of rise)
- Combined smoke detector (optical) and sounder
- Flashing Indicator light
- Electronic fire alarm sounder + beacon
- Fire alarm panel
- Fire alarm Interface unit

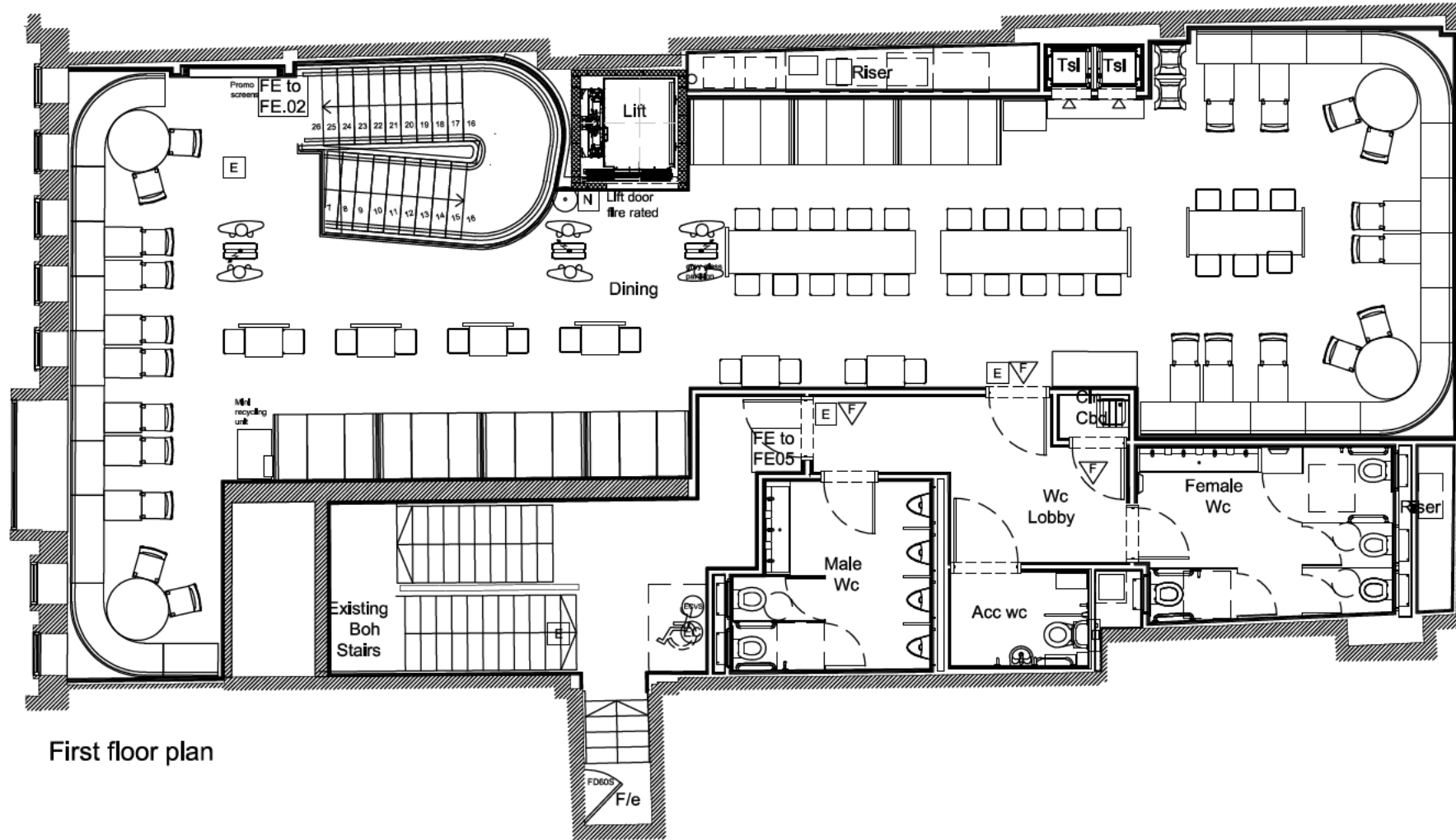
Licensable activity:
 Sale of Hot food & Drink after 11pm.

Rev. Date. Amendments

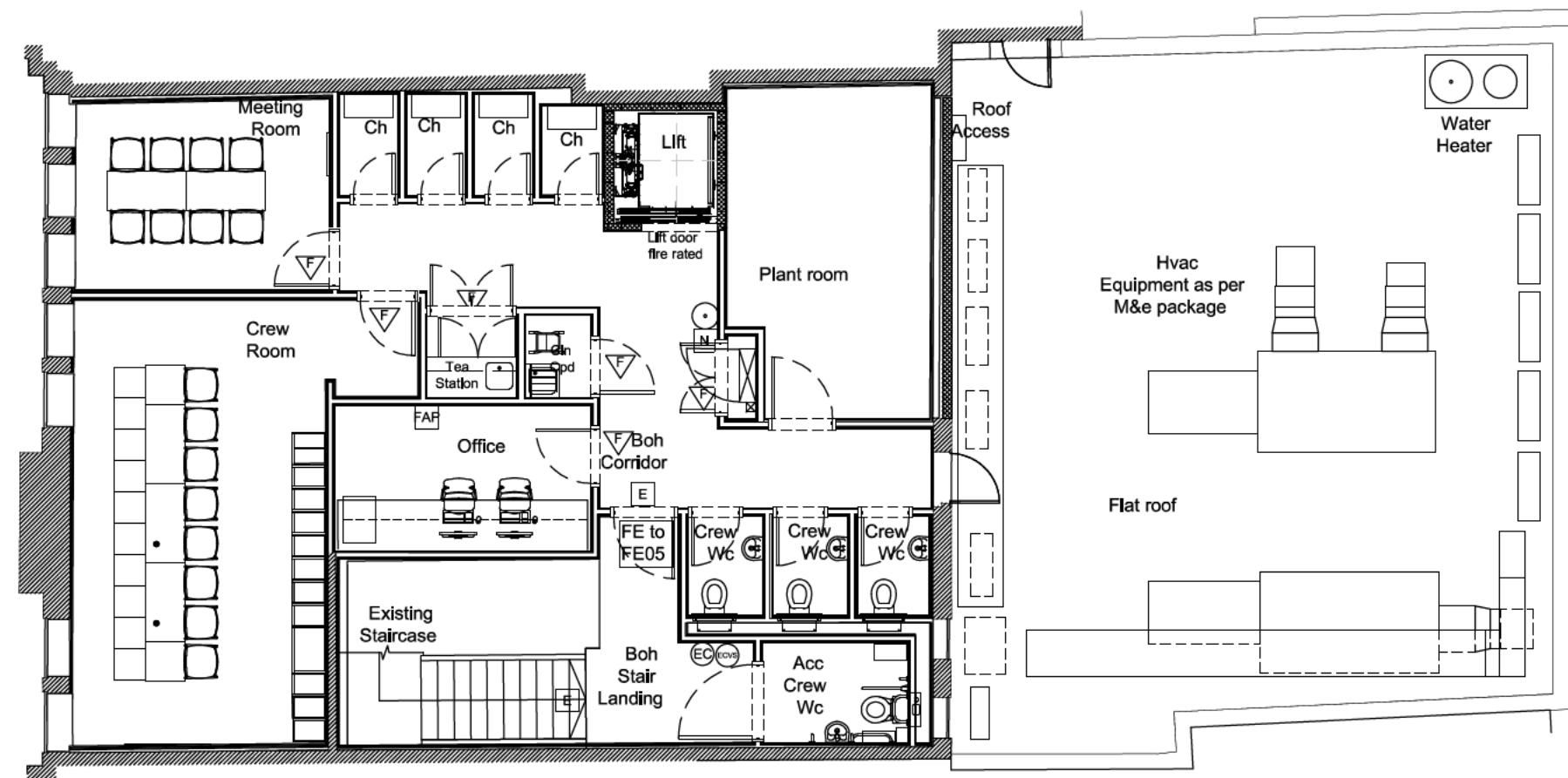
PROJECT
 #2551 Oxford Cornmarket
 44-46 Cornmarket Street,
 Oxford,
 OX1 3HA

TITLE
 First & Second floors
 (For Licencing)

| | | | | | |
|--------|----------|--------|------------|----------|------|
| Date: | Jan 2025 | Drawn: | C.T.S.G. | Checked: | Arch |
| Scale: | 1:100@A3 | Type: | DRG. No. | Issue: | 001 |
| | | | L/2551/002 | | |



First floor plan



Second floor plan

CORNMARKET STREET

CORNMARKET STREET

From: [REDACTED]
Subject: FW: Premises Licence Application - McDonald's, 44-46 Cornmarket Street, Oxford, OX1 3HA
Date: 14 February 2025 18:06:47
Attachments: [REDACTED]

To The Licensing Authority- Oxford City Council,

Regarding the recent application made by McDonalds for a new late night refreshment (LNR) on Cornmarket (your reference 25/00281/PREM), Thames Valley Police have some identified concerns with regard to the operating schedule.

In addressing those concerns, we have put forward 5 conditions to the applicant. These conditions will promote the four licensing objectives and ensure the proper infrastructure and due diligence is in place to operate in an area that is both the heart of the city's night time economy and a cumulative impact zone and as such subject to an SSP. In other words an area where the challenges of trading at night are greater than may be usually expected.

In summary these conditions covered a number of points:

- Written policies to cover such matters as safe guarding, dispersal etc
- Expected specification's for a CCTV system
- Membership to radio link
- A closing time to ensure that the venue does not retain its customers later into the night than the LNR runs to
- A risk assessment for security as and when needed.

A full list of the request may be found in the below email chain. These conditions are to our view not in any way onerous, meet the test of being appropriate to the promotion of the four licensing objectives and address very real matters then venue will have to face whilst trading, even until midnight.

Unfortunately it would seem that the applicant disagrees on the point of the policies condition. Specifically with regard to a dispersal policy and a drugs policy.

It would appear as if for the main part drugs are covered by corporate employment contracts for staff and any matter relating to customers will be reported to the police, although such as mitigation of the opportunity to use areas such as the toilets has not been addressed. In theory at least there is something in place. However the premises seemingly does not believe they have responsibility for its patrons once they have bought their food. Inevitably TVP have seen issues of anti-social behaviour linked to the current McDonalds and groups of customers congregating outside.

The licensing regime places a duty of licensed venues of all ilks to have considered matters such as the impact the business will have on the area and the act places a duty around the 'immediate vicinity'.

Whilst we are disappointed by the response of such a chain as McDonalds, the simple fact of the matter that irrespective of whether they agree it or not, it is a matter they are accountable for.

As such having provide advice on the matter and been rejected, we can look to evidencing any problems and then bring the matter before a subcommittee should we find the premises lacking in its duty to uphold the licensing objectives.

To that end we were willing to concede both the drugs policy and the dispersal policy and there would seem to be a tacit agreement to the rest of the requested conditions.

However at this time we have not heard back from the applicant and the deadline is midnight tonight.

McDonalds naturally attracts large numbers of the public in the night time economy and even trading until midnight will see an impact.

Whilst we see no reason not to grant the application (although we do find the response rather concerning and raises questions around a socially responsible attitude) we believe that conditions is the appropriate route at this time. However without confirmed consent even to the amended list, we cannot support the application . As such TVP wish to lodge our objections and ask that a sub committee intercede on both parties behalves to decide the matter.

Yours Sincerely

■

■

■

Policing Strategy Unit

licensing@thamesvalley.police.uk
www.thamesvalley.police.uk

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From: ■

Sent: 14 February 2025 12:45

To: ■

Cc: licensing@oxford.gov.uk

Subject: RE: Premises Licence Application - McDonald's, 44-46 Cornmarket Street, Oxford, OX1 3HA

■

Whilst that is true to a degree, and I agree that people are responsible for their own behaviour once away from a venue, however the licensing act holds venues responsible for their patron in the 'immediate vicinity'

Section 182 of the HO guidance:

'...(conditions) cannot seek to manage the behaviour of customers once they are beyond the direct management of the licence holder and their staff, but may impact on the behaviour of customers in the immediate vicinity of the premises or as they enter or leave'

so a dispersal policy is expected of our late night refreshment venues a responsible retailers to help promote Oxford as a safe and pleasant place for the public to go out in, after all there is nothing more unseemly and intimidating that groups hanging around outside the front of a shop without the shop having at least challenged them at first instance.

Certainly no business should be seen to make money and then wash their hands of any issue they have brought to the area esp if it's in full view and on their doorstep. LNR is licensed for a reason and that's because of the detrimental impact it can have if not responsibly managed , add into this the site is in a cumulative impact zone as well it should be sending red flags that enhanced steps in the operating schedule should be required.

I am disappointed to be honest with you, we are of course not looking for roving patrols of SIA security but it is a duty that has to be met and some form of consideration in a policy is expected.

Whether McDonalds agrees with it or not there is a duty on it to have something on dispersal , and whether it was a condition or not, it is still something that the police and the licensing authority will look for when we do inspections or if we have cause to speak to the venue for issues that do occur it would at least give the venue a form of due diligence.

The drug policy seems to have been addressed in your comments below and shows there is a thought process behind it. It Would have been nice to have seen something similar for dispersal such as the policy stating signage is up remind customers to respect the area.

I am somewhat at a loss as to what my response to the licensing authority should be. In terms of the 'appropriate' test I cannot see how a dispersal policy does not meet that esp as its addressed in the 182 guidance and is a basic tenant of night time economy working.

To be honest with you I am happy to leave the drugs policy out as that is something that has been addressed and given the dispersal is covered by both by the Section 182 guidance, and the local authority statement on licensing policy as being very much the responsibility of a licensed premises I am happy to drop that here at this juncture and go straight to review should it become a concern.

If I read your email correctly it was those two points (drugs and dispersal) that McDonalds could not meet and wanted dropping form the conditions?

If so I am happy to authorise the application on our end but for clarity and for the sake of the licensing authority, would you please confirm that the following is agreed:

| | |
|----|--|
| 1. | <p>The premises shall implement written policies. Such documents shall include, but not be limited to, the following:</p> <ul style="list-style-type: none">• CCTV• Conditions of Entry• Safeguarding & Vulnerable Person• Security Measures <p>From these written policies and operating procedures, the premises licence holder shall implement written staff training ensuring that all staff employed at the premises receive full training on those policies that are relevant to their specific role. Staff shall sign and date training records to confirm they have had, fully understand the training, and that they shall carry out their duties in accordance with them. These training records shall be retained and made available to the Licensing Authority and/or responsible authority named under the licensing act upon request.</p> <p>Where subsequent issues or concerns related to one or more of the policy(s) are brought to the premises licence holder's attention by the licensing authority and/or one of the responsible authorities named under the licensing act , the premises licence holder shall make amendments to address those concerns.</p> |
|----|--|

| | |
|----|---|
| | Hard copies of the most up to date policy/procedures will be kept on the premises. They shall be readily accessible to staff for their own reference whilst working, and shall be made available to any of the authorities upon request to check for compliance. |
| 2. | <p>A CCTV system shall be installed and maintained. The CCTV system shall incorporate the following basic requirements:</p> <ul style="list-style-type: none"> • Be switched on and fully operational when the licensable activities are being carried out. • Record for a minimum rolling period of 31 days • Have a camera covering any entrance which will provide a facial shot of identification quality. • Have cameras covering any pertinent public areas (internally and externally) • Have a means of copying any footage to another medium as evidence if requested by the Police • Have a means in place at all times whilst the licence is in operation that will reasonably enable police to access footage and be able to provide copies of any footage requested by The Police. • A system shall be in place to maintain the quality of the recorded image and a complete audit trail maintained. The system will comply with other essential legislation, and all signs as required will be clearly displayed |
| 3. | Subject to the agreement of the relevant service provider/ radio link committee. The Premises Licence holder shall operate the "Radio-Link" system of communication during the hours the premises is open to the public, and shall ensure that it is maintained and monitored. |
| 4. | The premises shall be cleared of customers and closed no later than 30 minutes after the conclusion of the last licensed activity. |
| 5. | <p>As part of the written 'security measures' policy condition, the premises licence holder shall carry out and implement a written risk assessment regarding the need (if at all) for SIA licenced door supervisors. This shall be for day to day standard operation as well as for any special one off events over and above that of normal trade.</p> <p>The risk assessment shall be made readily available to the police upon request and where subsequent issues or concerns related to the security risk assessment are brought to the premises licence holder's attention by the police, the premises licence holder shall make amendments to address those concerns.</p> <p>Where the premises employs SIA door staff there shall be no fewer than 2 on duty to avoid issues and risks associated with lone working.</p> <p>All SIA security employed at the premises shall wear at all times whilst on duty high visibility florescent yellow coats/tabards to clearly identify them as working that role.</p> |

Kind regards



Licensing Officer
Policing Strategy Unit

licensing@thamesvalley.police.uk
www.thamesvalley.police.uk

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From: [REDACTED]
Sent: 13 February 2025 14:07
To: [REDACTED]
Subject: RE: Premises Licence Application - McDonald's, 44-46 Cornmarket Street, Oxford, OX1 3HA

Caution: This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe - If unsure email ICTSecurityTeam@thamesvalley.police.uk to report this message.

Hi [REDACTED],

Thank you for replying, my issue is your 1st condition as there are two documents we do not have a policy on. I believe the ASB book I sent in the previous email covers most other than;

- Customer Dispersal Management of the Immediate External Vicinity
- Zero Tolerance Drugs

We don't have a written policy on customers' dispersal once they have left the building, as every individual customer is responsible for ensuring that they leave the premises lawfully and respectfully.

Zero Tolerance to drugs we have a policy for our staff but we do not have one for customers, however, we would report any deal or taking that is witnessed or reported to our staff

I look forward to your comments, and if you agree to remove these two documents from your proposed list we will agree with all your conditions.



McDonald's National Licensing Officer
Restaurant Solutions Group : Phone: [REDACTED] | Email: [REDACTED]

From: [REDACTED] >
Sent: 11 February 2025 21:39
To: [REDACTED]
Subject: RE: Premises Licence Application - McDonald's, 44-46 Cornmarket Street, Oxford, OX1 3HA

Its not a refusal to talk but certainly in this local authority area the city council want transparency of process having fallen foul of disagreements at sub committees. It is the process I am afraid that I have to adhere to and as I outlined in my initial email I apologise if it makes it clunky but there is not a lot more I can do if the council are to accept any representation from me whether its to agree to the grant or lodge an objection.

The area of Cornmarket is of course a high footfall area of our NTE, there is often frequenting outside the current McDonalds on Cornmarket large groups of youths (some but not all associated with county lines we believe) congregating often for protracted periods of time engaging in ASB, as its reasonably well within the immediate vicinity of the premises the LA 2003 as you will know places a duty on the venue, but there is a tendency to quite happily serve them food and then ignore any problem beyond the threshold of the door.

This is further exacerbated by the new unit being a couple of doors down from one of our busier nightclubs who have a tendency to line their queue running down the side of the street toward the new premises and whilst that I understand planning negates any trade beyond midnight for the new site, this will still mean there will be a noticeable build-up of people around 22:00 onwards so any clashes between the gaggles of McDonalds patrons and the club's patrons is something that should be a consideration.



So a dispersal of customers policy is a key concern for us the we need reassuring by way of condition please

Safeguarding has always been a serious matter for licensing but is as you know very much in the public eye. As the Golden arches, vulnerable members of the public in the NTE do use places like McDonalds as a safe space and again we need to be assured that the venue has fully considered safeguarding policy that has some sort of proper steps in place.

CCTV and drugs policy's speak for themselves.

Security -We have on a number of occasions had to try and persuade the franchise holder of the existing site to take on door staff to manage their patrons, this has been very hit and miss and I've been told by the cctv suite manager (as her team operate the radio link as well that they can be ineffectual, certainly in the coms on the radio and responding back when called). So a security policy that addresses the whole topic of security (in tandem with the risk assessment condition that follows later) are very much a key area for us.

I see that you have aid you agree to points 2-5 so I won't go into those.

I am very keen to try and get this agreed somehow and certainly whilst we do not use phrases like 'pool' or 'uniform' conditions the five steps outlined are what is common trade practice for the modern changes in the world of licensing. I was of the view that they weren't onerous and indeed met the appropriate test, however if there are any bars to any of the 5 please let me know so we can discuss further or if we hit an impasse we can then hand over the audit trail for the licensing authority to weigh in for both parties with full and frank openness.

Kind regards

[Redacted]

[Redacted]
Licensing Officer
Policing Strategy Unit
[Redacted]
licensing@thamesvalley.police.uk
www.thamesvalley.police.uk

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From: [Redacted] >
Sent: 11 February 2025 10:17
To: [Redacted] >
Subject: RE: Premises Licence Application - McDonald's, 44-46 Cornmarket Street, Oxford, OX1 3HA

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Hi [Redacted],

Thank you for your email, can I say that out of all the licensing officer I deal with not once have I had a refusal to talk directly. The purpose of discussing the condition offered was to try and have a greater understanding of the issues that you feel you are trying to address with the condition in number 1. We are happy to agree with conditions 2-5 and have attached our document which I hope explains our guidance to restaurants in dealing with ASB.

I would like to agree conditions before the 14th, look forward to hearing from you.

 [Redacted]
McDonald's National Licensing Officer
Restaurant Solutions Group : Phone: [Redacted] I [Redacted]

From: [Redacted]
Sent: 07 February 2025 20:08

To: [REDACTED] >

Subject: RE: Premises Licence Application - McDonald's, 44-46 Cornmarket Street, Oxford, OX1 3HA

Hi [REDACTED],

I trust all is well.

As this is subject to a statutory process, and whilst it may make it clunky, I need to maintain a written audit trail of who said what and when.

When it comes to applications the best way to achieve this (and protect everyone) is to do it in an email chain please. Certainly this is something that previous sub committees here in Oxford have expressed a desire for as it can make it easier for them to scrutinise our process and it takes out any ambiguity from peoples differing perceptions of what was said in a chat on the phone.

To that end would you be able to outline any concerns of questions you may have regarding our request. There is only around 8 days left on the consultation (including the weekend) but I am hopeful based on what we are seeking that we can easily iron out any concerns.

All the best

[REDACTED]

[REDACTED]

[REDACTED]
Policing Strategy Unit

[REDACTED]
licensing@thamesvalley.police.uk
www.thamesvalley.police.uk

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From: [REDACTED] >

Sent: 04 February 2025 10:55

To: [REDACTED]

Subject: M-01126105) Premises Licence Application - McDonald's, 44-46 Cornmarket Street, Oxford, OX1 3HA

[SHOO-SMITHS.524722.M-01126105.FID5268773]

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Hi [REDACTED],

I am the national licensing officer for McDonalds, and was hoping you could give me a call to discuss the proposed conditions that you have offered in relation to the above premises

Kind Regards



[REDACTED]
McDonald's National Licensing Officer

Restaurant Solutions Group : [REDACTED]

McDonald's Restaurants Ltd | 11-59 High Road |
East Finchley | London | N2 8AW

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From: [REDACTED]

Sent: 03 February 2025 13:48

To: [REDACTED]
[\[REDACTED\]@oxford.gov.uk](mailto:[REDACTED]@oxford.gov.uk)

Subject: Premises Licence Application - McDonald's, 44-46 Cornmarket Street, Oxford, OX1 3HA

Good Afternoon,

My name is [REDACTED] and I have been the (police) licensing officer for Oxford area for the last 20 years. As such your application have come through to me to decide upon for TVP.

I think its fair to say that over the years we have had the occasional concern or issue with the existing Cornmarket site given it trades in a high footfall location within out night time economy (NTE). It has on at least three occasions teetered on the verge of a review however we have been able to avoid that with some last minute, ad hoc work with the franchise holder there.

The challenges of Oxford's NTE have evolved over the years and with that the duty under the four licensing objectives that a licence holder is expected to meet esp those that are merely engaged in LNR.

I have noted the hours which ae much more reasonable that the current site and to that end having spoken to the area commander we are more comfortable than we would have been had another 3am licence beeN applied for.

However we have noted the operating schedule of the application and we do have some concerns around not all the topics have been identified and the wording being a bit ambiguous.

We would like to put forward a raft of only 5 conditions that address the challenges the franchise holder will face trading until midnight and the sorts of steps and due diligence that we need to see in place please. They should be steps that the franchise holder will already have in mind and as such they should not one would hope come as

surprise or be seen onerous in any way, although there is of course space to discuss tweaks and rewording if anyone them really are onerous as to detrimentally impact on the business model.

I would also urge the franchise holder to join up to the late night economy business forum (but will not seek that as a condition of courses).

Please would you be kind enough to read through the following and email me back in this email chain (as my audit trail should the matter have to go for scrutiny before a third party such as a licensing hearing) with any concerns, questions or comments so we can hopefully agree on something that works for both parties.

| | |
|----|--|
| 1. | <p>The premises shall implement written policies. Such documents shall include, but not be limited to, the following:</p> <ul style="list-style-type: none"> • CCTV • Conditions of Entry • Customer Dispersal Management of the Immediate External Vicinity • Safeguarding & Vulnerable Person • Security Measures • Zero Tolerance Drugs <p>From these written policies and operating procedures, the premises licence holder shall implement written staff training ensuring that all staff employed at the premises receive full training on those policies that are relevant to their specific role. Staff shall sign and date training records to confirm they have had, fully understand the training, and that they shall carry out their duties in accordance with them. These training records shall be retained and made available to the Licensing Authority and/or responsible authority named under the licensing act upon request.</p> <p>Where subsequent issues or concerns related to one or more of the policy(s) are brought to the premises licence holder's attention by the licensing authority and/or one of the responsible authorities named under the licensing act, the premises licence holder shall make amendments to address those concerns.</p> <p>Hard copies of the most up to date policy/procedures will be kept on the premises. They shall be readily accessible to staff for their own reference whilst working, and shall be made available to any of the authorities upon request to check for compliance.</p> |
| 2. | <p>A CCTV system shall be installed and maintained. The CCTV system shall incorporate the following basic requirements:</p> <ul style="list-style-type: none"> • Be switched on and fully operational when the licensable activities are being carried out. • Record for a minimum rolling period of 31 days • Have a camera covering any entrance which will provide a facial shot of identification quality. • Have cameras covering any pertinent public areas (internally and externally) • Have a means of copying any footage to another medium as evidence if requested by the Police • Have a means in place at all times whilst the licence is in operation that will reasonably enable police to access footage and be able to provide copies of any footage requested by The Police. • A system shall be in place to maintain the quality of the recorded image and a complete audit trail maintained. The system will comply with other essential legislation, and all signs as required will be clearly displayed |
| 3. | <p>Subject to the agreement of the relevant service provider/ radio link committee. The Premises Licence holder shall operate the "Radio-Link" system of communication during the hours the premises is open to the public, and shall ensure that it is maintained and monitored.</p> |

| | |
|----|--|
| 4. | The premises shall be cleared of customers and closed no later than 30 minutes after the conclusion of the last licensed activity. |
| 5. | <p>As part of the written 'security measures' policy condition, the premises licence holder shall carry out and implement a written risk assessment regarding the need (if at all) for SIA licenced door supervisors. This shall be for day to day standard operation as well as for any special one off events over and above that of normal trade.</p> <p>The risk assessment shall be made readily available to the police upon request and where subsequent issues or concerns related to the security risk assessment are brought to the premises licence holder's attention by the police, the premises licence holder shall make amendments to address those concerns.</p> <p>Where the premises employs SIA door staff there shall be no fewer than 2 on duty to avoid issues and risks associated with lone working.</p> <p>All SIA security employed at the premises shall wear at all times whilst on duty high visibility florescent yellow coats/tabards to clearly identify them as working that role.</p> |

Yours Sincerely



Licensing Officer
Policing Strategy Unit

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