

**To:** Licensing and Gambling Acts Sub-Committee  
**Date:** 4<sup>th</sup> June 2025  
**Report of:** Deputy Chief Executive for City and Citizens' Services  
**Title of Report:** Yola Kucel – Application for a New Premises Licence – Underground Bar, 29-31 George Street, Oxford, OX1 2AY

Summary and recommendations	
<b>Decision being taken:</b>	To inform the determination of Yola Kucel's application for a New Premises Licence
<b>Key decision:</b>	No
<b>Corporate Priority:</b>	Strong, fair economy & thriving communities
<b>Policy Framework:</b>	Statement of Licensing Policy – Licensing Act 2003

**Recommendation(s):** That the Sub-Committee resolves to:

1. Determine Yola Kucel'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
<b>Appendix 1</b>	Application for a new Premises Licence 25/01430/PREM	No
<b>Appendix 2</b>	Representation from Thames Valley Police	No
<b>Appendix 3</b>	Representation from Interested Party (Other Persons)	No
<b>Appendix 4</b>	Representations of support and additional suggested conditions from Interested Parties (Other Persons)	No
<b>Appendix 5</b>	Location Plan	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 Yola Kucel.

## Application Summary

2. An application for a new Premises Licence (25/01430/PREM) has been submitted by Yola Kucel. The licensable activities applied for, and the timings proposed for these activities are:

### **Live Music (provided indoors only):**

Monday to Friday 17:00 hours to 23:00 hours  
Saturday and Sunday 12:00 hours to 23:00 hours

### **Recorded Music (indoors only), Sale of alcohol (on sales only):**

Monday to Thursday 12:00 hours to 02:30 hours  
Friday and Saturday 12:00 hours to 03:00 hours  
Sunday 12:00 hours to 02:00 hours

An additional one hour for all licensable activities on the day before and day of UK bank holidays is requested.

3. The Applicant's description of the premises as detailed in the application form is:  
*"Small late-night bar located below street level (basement) located amongst other commercial and licensed premises within the lively hub of Oxford's city centre. The establishment caters to Oxford residents, university students and visitors to the city seeking evening entertainment. The space is ideal to host those who like to socialise with like-minded people within a safe and controlled environment, therefore allowing our customers to freely express themselves regardless of gender, race or sexual identity and providing the customers with the alternative music side of night life, where rock, metal, indie, goth music and other genres of music will add to the aesthetic of the venue. The premises area spans approx. 103 square meters and includes a main bar area with fixed seating, dance floor space, dj booth, cloakroom, customer toilets, staff areas, storage facilities and emergency exists in compliance with safety regulations. The bar offers alcoholic and non-alcoholic beverages, recorded music, occasional live music and a vibrant atmosphere for all of Oxford's residents, students and visitors alike".*
4. Both the application and the steps that 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

5. 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 other Responsible Authorities are detailed below.

Responsible Authority	Response	Licensing Objective(s)
Licensing Authority	No representation	
Thames Valley Police	Objection	Crime and Disorder, Public Nuisance
Fire and Rescue Service	No adverse comments	
Health and Safety	No representation	
Environmental Health	No representation	
Planning	No representation	
Child Safeguarding	No representation	
Public Health	No representation	
Trading Standards	No representation	

6. A valid representation has been received from an interested party (other persons) as detailed in the table below. A copy of the representation can be found at **Appendix Three**.

Name	Address	Licensing Objective(s)
Oxford George Hotel	George Street, Oxford	Public Nuisance, Public Safety

7. A comment in support of the application has been received from an interested party (other persons) as detailed in the table below, as well as a comment suggesting additional security measures to minimise noise disturbance. Copies of the comments can be found at **Appendix Four**. Please note that these comments do not mention the licensing objectives and are for information only.

Name	Address
Mr J Mullett-Sadones	Culham Close, Abingdon
Mrs S Thomas	The Chilterns, Gloucester Green, Oxford

## Location

8. A map can be found at **Appendix Five** which shows the general location of the applicant's premises.

## Statement of Licensing Policy

9. 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
Safety	8.2.1 to 8.2.4	OS1 to OS6
Door Supervisors	8.5.1 to 8.5.3	OS9

10. 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

11. Members are also referred to the statutory guidance issued by the Home Office. Below are relevant sections applicable to this application:

Relevant Sections	Relevant Paragraph
Crime and Disorder	2.1 to 2.7
Public Safety	2.8 to 2.10
Public Nuisance	2.21 to 2.27

12. 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

13. 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, with the most recent dated April 2022 to April 2025. Oxford City Council is currently reviewing this policy with a cumulative impact assessment as required by Section 5A of the Licensing Act 2003.

14. The Special Saturation Policies were introduced following evidence brought by Thames Valley Police on the grounds of the cumulative impact of licensed premises on the licensing objectives of preventing crime and disorder and preventing public nuisance within the defined areas.
15. 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**

16. 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 under 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 both necessary and proportionate to the objectives being pursued.
17. 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.
18. 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.
19. In making its decision, Members must also have regard to both the Home Office statutory guidance issued under section 182 of the Licensing Act 2003 and the Council's own Statement of Licensing Policy.
20. 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.

21. 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.
22. 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**

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

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Service area or department	General Licensing
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<b>Background Papers:</b>	
1	Oxford City Council's Statement of Licensing Policy: <a href="#">Download the Statement of Licensing Policy   Oxford City Council</a>
2	Home Office Revised Guidance under Section 182 of the Licensing Act 2003: <a href="#">Revised Guidance issued under section 182 of the Licensing Act 2003</a>

**Oxford**  
**Application for a premises licence**  
**Licensing Act 2003**

For help contact  
[elms@oxford.gov.uk](mailto: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

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

Yola

\* Family name

Kucel

\* 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:

- ☐ 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 you are applying so you can be employed, or for some other personal reason, such as following a hobby.

*Continued from previous page...*

**Your Address**

Address official correspondence should be sent to.

* Building number or name	<input type="text"/>
* Street	<input type="text"/>
District	<input type="text"/>
* City or town	<input type="text"/>
County or administrative area	<input type="text"/>
* Postcode	<input type="text"/>
* Country	<input type="text" value="United Kingdom"/>

**Section 2 of 21**

**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	<input type="text" value="29-31"/>
Street	<input type="text" value="George Street"/>
District	<input type="text" value="Oxford City"/>
City or town	<input type="text" value="Oxford"/>
County or administrative area	<input type="text" value="Oxfordshire"/>
Postcode	<input type="text" value="OX1 2AY"/>
Country	<input type="text" value="United Kingdom"/>

**Further Details**

Telephone number	<input type="text"/>
Non-domestic rateable value of premises (£)	<input type="text" value="23,250"/>



## Section 3 of 21

### 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

## Section 4 of 21

### INDIVIDUAL APPLICANT DETAILS

#### Applicant Name

Is the name the same as (or similar to) the details given in section one?

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

☒ Yes ☐ No

First name

Family name

Is the applicant 18 years of age or older?

☒ Yes ☐ No

Continued from previous page...

### Current Residential Address

Is the address the same as (or similar to) the address given in section one?

☒ Yes ☐ No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

Building number or name	<input type="text"/>
Street	<input type="text"/>
District	<input type="text"/>
City or town	<input type="text"/>
County or administrative area	<input type="text"/>
Postcode	<input type="text"/>

### Applicant Contact Details

Are the contact details the same as (or similar to) those given in section one?

☒ Yes ☐ No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

E-mail	<input type="text"/>
Telephone number	<input type="text"/>
Other telephone number	<input type="text"/>
* Date of birth	<input type="text"/> / <input type="text"/> / <input type="text"/> dd mm yyyy
* Nationality	<input type="text" value="British"/>
Right to work share code	<input type="text"/>

Documents that demonstrate entitlement to work in the UK

Right to work share code if not submitting scanned documents

Add another applicant

## Section 5 of 21

### 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

**Continued from previous page...**

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.

Small late night bar located below street level (basement) located amongst other commercial and licensed premises within the lively hub of Oxford's city centre. The establishment caters to Oxford residents, university students and visitors to the city seeking evening entertainment. The space is ideal to host those who like to socialise with like minded people within a safe and controlled environment, therefore allowing our customers to freely express themselves regardless of gender, race or sexual identity and providing the customers with the alternative music side of night life, where rock, metal, indie, goth music and other genres of music will add to the aesthetic of the venue. The premises area spans approx. 103 square meters and includes a main bar area with fixed seating, dance floor space, dj booth, cloakroom, customer toilets, staff areas, storage facilities and emergency exists in compliance with safety regulations. The bar offers alcoholic and non-alcoholic beverages, recorded music, occasional live music and a vibrant atmosphere for all of Oxford's residents, students and visitors alike.

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

#### **Section 6 of 21**

##### **PROVISION OF PLAYS**

[See guidance on regulated entertainment](#)

Will you be providing plays?

☐ Yes ☒ No

#### **Section 7 of 21**

##### **PROVISION OF FILMS**

[See guidance on regulated entertainment](#)

Will you be providing films?

☐ Yes ☒ No

#### **Section 8 of 21**

##### **PROVISION OF INDOOR SPORTING EVENTS**

[See guidance on regulated entertainment](#)

Will you be providing indoor sporting events?

☐ Yes ☒ No

#### **Section 9 of 21**

##### **PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS**

[See guidance on regulated entertainment](#)

Will you be providing boxing or wrestling entertainments?

☐ Yes ☒ No

#### **Section 10 of 21**

##### **PROVISION OF LIVE MUSIC**

[See guidance on regulated entertainment](#)

Will you be providing live music?

Continued from previous page...

### 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

Will the performance of live music 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.

Both amplified and unamplified live music.

State any seasonal variations for the performance of live music

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

Unknown

Continued from previous page...

Non-standard timings. Where the premises will be used for the performance of live music 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.

Additional 1 hour on day before and day of UK bank holidays

## Section 11 of 21

### PROVISION OF RECORDED MUSIC

[See guidance on regulated entertainment](#)

Will you be providing recorded music?

☒ 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

**Continued from previous page...**

SUNDAY

Start

End

Start

End

Will the playing of recorded music 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.

Amplified recorded music

State any seasonal variations for playing recorded music

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

Unknown

Non-standard timings. Where the premises will be used for the playing of recorded music 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.

Additional 1 hour on day before and day of UK bank holidays

## Section 12 of 21

### PROVISION OF PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will you be providing performances of dance?

☐ Yes ☒ No

## Section 13 of 21

### 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

## Section 14 of 21

### LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

Continued from previous page...

## Section 15 of 21

### SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

☒ 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

Will the sale of alcohol be for consumption:

☒ On the premises ☐ Off the premises ☐ Both

If the sale of alcohol is for consumption on  
the premises select on, if the sale of alcohol  
is for consumption away from the premises  
select off. If the sale of alcohol is for  
consumption on the premises and away  
from the premises select both.

State any seasonal variations

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

Unknown

**Continued from previous page...**

Non-standard timings. Where the premises will be used for the supply of alcohol 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.

Additional 1 hour on day before and day of UK bank holidays

State the name and details of the individual whom you wish to specify on the licence as premises supervisor

**Name**

First name

Family name

Date of birth  /  /   
dd mm yyyy

**Enter the contact's address**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Personal Licence number  
(if known)

Issuing licensing authority  
(if known)

**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



**Continued from previous page...**

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'.

## Section 16 of 21

### ADULT ENTERTAINMENT

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.

Apart from selling alcoholic beverages, we are considering having a games machine

## Section 17 of 21

### 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

**Continued from previous page...**

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.

Unknown

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.

Additional 1 hour on day before and day of UK bank holidays

## Section 18 of 21

### 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.

To promote the licensing objectives, the premises will implement comprehensive security measures , responsible drinking policies, and close cooperation with the police to prevent crime and disorder. Public safety will be ensured through our risk assessments, fire safety measures, capacity limits, and having trained first-aiders. To prevent public nuisance, a noise management plan, waste management plan, and communication with local residents will be established. The protection of children from harm will be achieved through a strict age verification policy, full staff training given, and strict supervision measures carried out by our SIA-licensed security team.

These strategies, which we will put in place, will demonstrate our commitment to operating a responsible and safe late-night bar in Oxford City Centre and are further detailed in the four licensing objectives below.

The Premises Licence Holder shall ensure that all staff employed at the premises whose duties include the sale or supply of alcohol shall undertake and complete a relevant programme of training prior to them being authorised to sell or supply alcohol. Such training shall consist of providing staff with an understanding of:

- The need to ensure the responsible sale and supply of alcohol
- The need to refuse the sale and supply of alcohol to persons who are intoxicated or underage
- The need to seek credible age verification from persons seeking to be sold or supplied alcohol who may appear under the age of 30 years old

Where subsequent issues related to the training is brought to the premises licence holder's attention by either the Licensing Authority and/or responsible authorities named in the Licensing Act, the premises licence holder will make amendments as directed by that authority

*Continued from previous page...*

Records of the training programme shall be maintained and made available to Thames Valley Police or the Licensing Authority upon request.

The Premises Licence holder shall provide a "refresher" training session to all relevant staff members as and when deemed necessary on a case by case evaluation, but as a minimum requirement the refresher training session shall be provided to all staff on at least one occasion every 12 months.

The Premises Licence holder (or such person as they nominate) shall provide 14 days prior written notification to the Force Licensing Officer of Thames Valley Police and to the Licensing Authority of:

- Any extension of hours permitted under the Premises Licence
- Any one-off event that includes entertainment or a promotion that is not consistent with regular trade

Such written notifications will include but not be limited to the following details:

- The name of the person in charge/authorising the sale of alcohol for the duration of the event.
- The nature of the event.
- The date, the commencement and conclusion time of the event.
- Security provisions (including numbers and working hours of SIA staff)
- Expected numbers attending

A Premises Daily Register shall be held at the premises. This Register shall be maintained for a rolling minimum period of 12 months, and shall record:

- The name of the person responsible for the premises on each given day.
- The name of the person authorising the sale of alcohol each day.
- All calls made to the premises where there is a complaint of noise, nuisance or anti-social behaviour by persons attending or leaving the premises. This shall record the details of the caller, the time and date of the call and the time and date of the incident about which the call is made and any actions taken to deal with the call.
- Any refusals on grounds of age and/or intoxication (to include date, time, member of staff involved, reason for refusal as well as a brief physical description of the person refused)
- Any incident of crime, disorder, or antisocial behaviour in or within the immediate vicinity of the premises (whether it required the police or not) (to include date, time, details of any member of staff involved, the situation, the outcome as well as a brief physical description of the members of public involved)
- Any safeguarding/vulnerability occurrence in or within the immediate vicinity of the premises (to include date, time,

***Continued from previous page...***

details of any member of staff involved, the situation, the outcome as well as a brief physical description of the members of public involved)

- Any items seized by security staff employed at the premises.
- The name, SIA number, start and finish time of anyone employed in a security role for that day
- Any use of force by SIA registered staff in the effective management of the premises or in ejecting persons from the premises (to include date, time, member of staff involved, reason for force as well as a brief physical description of the person refused)
- Weekly checks of the CCTV, to ensure it is fully operational and any faults are dealt with including the time of the check and the person that carried it out.
- Any calls to or visits by Thames Valley Police in relation to any crime and disorder or like related matter.

The Designated Premises Supervisor, or in their absence duly appointed member of staff, shall check the Premises Daily Register on a weekly basis ensuring that it is completed and up-to-date, sign the Premises Daily Register each time that it is checked, and make the Premises Daily Register available for inspection by any Authorised Officer of the Licensing Authority or Thames Valley Police throughout the trading hours of the premises.

The premises shall implement written policies. Such documents shall include, but not be

limited to, the following:

CCTV

Conditions of Entry

Crowd/Customer Dispersal Management of the Immediate External Vicinity & Dispersal at Close

Safeguarding & Vulnerable Person

Noise

Queue Management

Responsible Service of Alcohol

Security Measures

Underage Sales & False Identification

Zero Tolerance Drugs

Waste management

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.

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 as directed by that authority(s).

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.

A CCTV system shall be installed and maintained. The CCTV system shall incorporate the following basic requirements:

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- 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) and alterations shall be made to address any subsequent concerns made by the police regarding coverage.
- Have a means of copying any footage to another medium as evidence if requested by the Police
- Have a member of staff working at all times whilst the licence is in operation that is able to operate the system and in particular 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

Drinks shall be served in containers made from non-glassware, which will be polycarbonate plastic. Weights and measures legislation requires the use of "stamped glasses" where "meter-measuring equipment" is not in use  
No person shall be allowed to leave the premises whilst in the possession of any drinking vessel.

In order to promote the prevention of crime and disorder objective, the maximum number of persons (including staff and entertainers) allowed at the premises shall not exceed XXX persons for the whole premises. The door supervisors or staff on duty will operate a means of counting customers in and out so the capacity limit is not exceeded at any point.

Subject to the agreement of the relevant committee the Premises Licence holder shall participate in the designated local Pubwatch / City Centre Late Night Business Partnership scheme and ensure that a representative of the licensed premises attend all of the arranged meetings or such a person has made all reasonable endeavours to attend the arranged meetings.

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.

All members of staff at the premises shall seek "credible photographic proof of age evidence" from any person who appears to be under the age of 30 years and who is seeking access to the premises or is seeking to purchase or consume alcohol on the premises. Such credible evidence, which shall include a photograph of the customer, will include a passport, photographic driving licence, or Proof of Age card carrying a "PASS" logo

No person shall be admitted to the premises less than half hour before cessation of the last licensable activity.

The premises shall be cleared of customers and closed 30 minutes after the conclusion of the last licensed activity.

Prominent, clear notices shall be displayed at all exit points to advise customers to respect the needs of the local community and of acceptable behaviour in public spaces.

The premises shall ensure that any customer that is smoking out of George Street, is not obstructing the pavement for pedestrians or is on the road obstructing traffic.

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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. 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 as directed.

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.

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.

There shall be no self-service of alcohol by customers, i.e. pay and pour tap dispensers etc, all alcohol will be dispensed and served by staff only.

The Premises Licence holder shall have a member of staff on duty each day when the licence is in operation that is trained to act as a duty safe guarding/welfare officer. This person shall be required if a vulnerable member of the public (i.e. through alcohol, drugs, isolation, underage, disability, mental health etc.) comes to the attention of the venue to manage their wellbeing/first aid, ensure their safe return to their home etc and liaise with the emergency services if required.

There shall be a minimum of two body worn camera devices in use at the premises during the operating of licensable activities whenever door staff are on duty. The body worn video devices shall be capable of recording video (images) and sound. Records shall be stored for a minimum rolling period of 31 days and will be produced to the police or Licensing Authority in a readily playable format upon request. The premises licence holder will ensure that all staff whose role include the use of the body worn video will be fully trained on the use of the system. Where there is a fault with the system, the DPS shall log an entry in the premises daily register, along with what remedial work is ongoing to fix the matter. The premises shall notify the licensing authority and the police licensing unit if the system will not be working for longer for 7 days.

The premises will operate at all times whilst trading an ID verification and scanning system. This will be utilised for all customers wishing to enter the premises. Records shall be kept for a rolling minimum period of 31 days and shall be made available to any authorised Officer of Thames Valley Police or the Licensing Authority upon request, together with facilities for viewing with immediate access by a person qualified to operate the system.

Any breakdown or system failure will be notified to Thames Valley Police immediately and repaired as soon as practicable.

This condition will be suspended whilst the machinery or system is being repaired.

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

We would implement a comprehensive security plan that includes appropriately trained SIA-licensed door staff. We would have a minimum of two SIA security persons whilst open to the public, depending on the day/event we will probably have four security persons, allowing two on the front doors & two within the premises who will have radios & earpieces to enable them to communicate between themselves & act quickly should any problems arise. At least two of our security team will wear body worn camera devices whilst open. The video devices will be capable of recording video images & sound. Any footage will be ready to be produced to the police or licensing authority in a readily playable format on request. We will make sure the security team are fully trained on the use of the system.

If for some reason a fault arises with the system, the DPS will log an entry in our premises daily register and what we are doing to fix the matter. If the system takes longer than 7 days to repair we will notify the licensing authority & the police licensing unit.

Any of our SIA security team at all times will wear a high visibility fluorescent yellow coat or tabards so they are clearly identified whilst working that role at our premises. A search will be carried out on every individual entering the premises to prevent drugs or weapons being carried into the premises and there will always be a member of our security team with a

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knife wand which will identify weapons including knives which may be concealed on a person. We will have an ID verification & scanning system, which will be used for any customer wishing to enter our premises. We will keep the records for a minimum period of 31 days. This will be available to any authorized officer of Thames Valley Police or the licensing authority upon request. Along with the facilities for viewing with immediate access, we will make sure there is always a person on shift that is qualified to operate the system. If we experience a breakdown or system failure we will notify Thames Valley Police immediately & look to getting the system repaired as soon as possible. This system will allow us more control for any potential underage sales due to false identification trying to be used to gain entry. Any refusals on entry on grounds of age and/or intoxication will be documented in our premises daily register. This will include the date, time, member of staff involved, the reason for their refusal into our premises along with a brief physical description of the person refused. We will have a premises daily register at the premises. Our register will be maintained for a rolling minimum period of 12 months and it will record & document days, times, dates, names, circumstances, outcomes & descriptions of the following:

The name of the person responsible for the premises on each given day

The name of the person authorising the sale of alcohol each day.

All calls made to the premises where there is a complaint of noise, nuisance or anti social behaviour by persons attending or leaving the premises.

Any refusals on grounds of age and/or intoxication.

Any incident of crime, disorder or antisocial behaviour in or within our immediate vicinity.

Any safeguarding/vulnerability occurrence in or within our immediate vicinity of the premises.

Any items seized by our security staff who are employed with us.

Any use of force having been used by one of our SIA registered staff in the effective management of our premises or in ejecting persons from our premises.

Our designated premises supervisor or in their absence a duly appointed member of staff shall check our premises daily register on a weekly basis, ensuring that it is completed & up to date. Once they have checked this, they will sign it. This will happen each time the register is checked. Our premises daily register will be available for inspection by any authorised officer of the licensing authority or Thames Valley Police throughout the trading hours of our premises.

Whilst customers are out on George Street smoking or vaping, our security team will endeavor to keep our customers from obstructing the pavement for pedestrians or equally from being on the road & obstructing traffic. We will be looking into working with the highway department within the council to allow us to have a designated smoking area to help us achieve this.

Any person found to be intoxicated whilst trying to enter will be refused entry. We will have a written conditions of entry policy in place. We will install a high quality CCTV system, which will be switched on & fully operational whilst we are open. Our system shall be in place to maintain the quality of the recorded image and a complete audit trail maintained. Our system will comply with all essential legislation. This will cover all key areas & the front entrance, which will provide a facial shot if any identification is needed. The recordings will be kept for a minimum of 31 days. We will have means of copying any footage to a USB drive as evidence if this is requested by the police. There will always be a member of staff on shift that will be able to operate the CCTV system & be able to provide copies of any footage requested by the police. Signs will be in place saying CCTV is in operation. We would do weekly checks of the CCTV to ensure it is fully operational & any faults are dealt with, this will be documented in our premises daily register including the day & time of the check & the person that carried it out.

There shall be no service to any persons found to be intoxicated and we shall implement & enforce responsible drinking policies, by offering water & no-alcohol alternatives. We would actively participate in the local pub watch/ city centre late night business to share information about known offenders & collaborate with other licensed premises to prevent crime & disorder within the area. Adequate lighting both inside & outside of our premises will be in place to deter criminal activity & to enhance visibility for our security staff & customers.

We would like to establish a strong working relationship with the local police to address crime and disorder.

We will be part of the radio-link system allowing us to share information regarding any problems with any persons that has caused trouble & from other premises.

There will be a zero tolerance to drugs & any person found to be in possession of drugs will be confiscated, refused entry & will be made known to the police.

Any items seized by our security staff will be documented in the premises daily register.

We will log our security team each shift in the premises daily register, where their name, SIA number, start & finish time.



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If we encounter any crime, disorder or antisocial behaviour in or within the immediate vicinity of our premises it will be documented in our premises daily register which will include the date, time & the details of any member of staff who was involved. Including what the situation was & the outcome & documenting a brief physical description of the member of public that was involved. If any of our SIA security team has to use force in the effective management of the premises or in ejecting persons from our premises this will also be documented in the premises register where the date, time, member of staff involved along with the reason for force as well as a brief physical description of the person. Any calls to us or visits by Thames valley police in relation to any crime & disorder or like related matter will be documented in the premises register. No person will be allowed to leave our premises whilst in the possession of any drinking vessel.

**c) Public safety**

No supply of alcohol will be made under the Premises License at a time when there is no Designated Premises Supervisor in respect of the Premises License or at a time when the Designated Premises Supervisor does not hold a personal license or their personal license is suspended. We will ensure that every supply of alcohol under the Premises license must be made or authorised by a person who holds a Personal License.

Alcohol, other than alcoholic drinks, which are made up in advance, in securely closed & ready for sale containers, will be sold in specified quantities as per the Weights and Measures legislation. Our customer will be made aware of the availability of all measures as per the legislation via signage and on our menus. The DPS will ensure no alcoholic drinks are sold for consumption for a price which is less than permitted price and will be trained on applying the formula to determine the permitted price. We shall take all reasonable steps to ensure that staff on our premises do not carry out a range or participate in any irresponsible promotions in relation to the premises regarding alcohol consumption.

We will be conducting a thorough risk assessment to identify potential hazards to public safety, such as fire risks, slips, trips, and falls, and implement appropriate control measures. We will implement written policies regarding CCTV, conditions of entry, zero tolerance to drugs, underage sales & false identification, noise, queue management, responsible service of alcohol, safeguarding & vulnerable person, crowd/customer dispersal management of the immediate external vicinity & dispersal at close, security measures, fire evacuation & emergency evacuation. We shall implement written staff training ensuring that all staff employed at our premises receive full training on any policies or operating procedures that are relevant to their specific job role. We will ensure that the staff member shall sign & date any training records to confirm they had & have fully understood the training & will carry out their duties in accordance with them. We will retain & make available to the licensing authority and/or responsible authority named under the licensing act upon request.

Where subsequent issues or concerns related to one or more of our policy(s) are brought to our attention by the licensing authority and/or one of the responsible authorities named under the licensing act, we shall make amendments as directed by that authority(s).

We will keep hard copies of our most up to date policies/procedures & these will be kept on the premises. They shall be readily accessible to staff for their own reference whilst they are working, and will be made available to any of the authorities upon request to check we are complying. We shall have at least two SIA licensed door supervisors when we are open, who will look after our customers safety & the public's safety who are in and within the vicinity of our premises.

Any spillages will be promptly cleared to avoid slips. All the fire exits will be kept clear at all times, fire extinguishers will be within our premises. We will have a fire alarm in place & emergency lighting in accordance with fire safety regulations. We would ensure we conduct regular fire drills & that all members of staff are fully trained in our fire safety procedure.

There will be a strict capacity limit in place to prevent overcrowding. This will be controlled by our security team on the entry using clickers to click customers in & out of the premises to always know our capacity at any time.

We would have at least one member of staff on shift that is a trained first aider whilst open & have a well stocked first aid kit readily available. We are going to use polycarbonate glasses. If financially viable, we will be looking into providing covers to place over drinks to reduce the problem of potential spiking.

Within the toilet facilities we will have 'Ask for Angela' signs in place, this will allow any of our customers who may be feeling vulnerable on a night out provide them with the help they may need. A controlled queuing system will be in place whilst people wait to enter, to allow the appropriate age & security checks to take place along with keeping control of our capacity. The appropriate numbers of staff & security will always be used if we know we are expecting a busy night to ensure the welfare of our customers & to aid the safe movement of our customers within & around our premises.

Equally we will be maintaining a minimum amount of staff to ensure the safety of our customers at all times.

We will have an accident book where any accidents that may occur within our premises will be documented with the persons name, date, time & description of the accident & outcome.



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All of our members of staff will be trained not to serve an intoxicated person & offering them water. If they need to be ejected from the premises due to being intoxicated, we will make sure they have a safe means of getting home. A staff member on duty each day will be trained to act as a duty safe guard/welfare officer. This member of staff will be required if a vulnerable member of the public ie through alcohol, drugs, disability or mental health comes to the attention of our premises in order to manage their wellbeing or if first aid is required and then to ensure their safe return to their home by ordering them a taxi or making sure they're being looked after by their friends. A designated area will be provided within our premises for safeguarding, appropriate support and first aid. If the emergency services are required, we will liaise with them. Any safeguarding/vulnerability which occurs in our premises or within the immediate vicinity of our premises will be noted in our premises daily register, where the date, time, the details of any member of staff involved, what the situation was as well as a brief physical description of the members of public involved.

We will provide 14 days prior written notification to the Force Licensing Officer of Thames Valley Police and to the Licensing Authority of any extension of our hours permitted under the premises license and any one-off event that includes entertainment or a promotion that is not consistent with our regular trade.

**d) The prevention of public nuisance**

We would have a controlled queuing system to enter our premises, monitored by our security team. This would allow us to keep our customers contained allowing the general public to be able to walk past our premises safely & freely. We are looking into having a designated space for people to smoke & vape so as not to obstruct the pavement for pedestrians or for our customers not to enter the road & obstruct the traffic. We will provide bins for cigarette stubs in our smoking area to reduce litter.

The premises is located below street level helping us to reduce any noise pollution that may occur, we also have the use of a sound lobby with a self closing door to maintain the sound at the bottom of the stairs. We will have a decibel monitor on the premises and we will carry out regular monitoring checks to ensure noise is being adequately controlled. 20 minutes before we close we will reduce the tempo of the music to a slower pace to reduce people's excitement to a more calmer one in readiness to leave & go home. When leaving the premises at closing time customers will be asked to leave quietly & respectfully by our security team, signs will also be in place at the entrance/exit asking our customers to please be respectful of the needs of the local community & of acceptable behaviour in public. This will be backed by our management plan of how our crowd/customer dispersal will be implemented by our security team of the immediate external vicinity, where customers will be encouraged to disperse safely & quietly from the area to make their journeys home. The location of our premises is absolutely ideal for our customers to easily make avail of local bus and taxi services without having to disperse into neighbouring areas.

No person shall be allowed to exit our premises whilst in possession of any drinking vessel.

Our premises will be cleared of customers & closed 30 minutes after the conclusion of the last licensed activity.

We will aim to have all deliveries to the premises made during the day.

We will have a waste management plan in place to ensure that waste is stored & disposed of properly to prevent litter.

We would like to implement a way for communicating with local residents & addressing any concerns they may have about noise or other disturbances that may arise from our premises. All calls that are made to our premises where there is a complaint of noise, nuisance or antisocial behaviour by persons attending or leaving our premises will be documented in the premises daily register. The details of the caller, the time & date of the call & the time & date of the incident about which the call was made & what actions we have taken to deal with the call will all be recorded.

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

Our premises will implement a strict age verification policy, where we shall challenge anyone who looks under the age of 30 to provide a photographic proof of age, strictly limited to passports, national ID cards, photographic driving license, or proof of age card carrying a "PASS" logo. This will be backed up by having our ID verification scanning system to verify the authenticity of identification documents which will prevent the use of fake IDs. We will have a no ID no entry firmly in place. A strict no sale of alcohol to any person under the age of 18 years of age.

All of our staff will be given full training on the laws relating to the sale of alcohol to underage individuals & the potential consequences of doing this. Refresher training will be provided to ensure full compliance and protection of children at all

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times.

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### NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK

#### **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.

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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**

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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.

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- 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](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 you 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 (£)

190.00

**ATTACHMENTS**

**AUTHORITY POSTAL ADDRESS**

**Continued from previous page...**

**Address**

Building number or name	<input type="text"/>
Street	<input type="text"/>
District	<input type="text"/>
City or town	<input type="text"/>
County or administrative area	<input type="text"/>
Postcode	<input type="text"/>
Country	<input type="text" value="United Kingdom"/>

**DECLARATION**

[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	<input type="text"/>
* Capacity	<input type="text"/>
Date (dd/mm/yyyy)	<input type="text"/>

Add another signatory

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

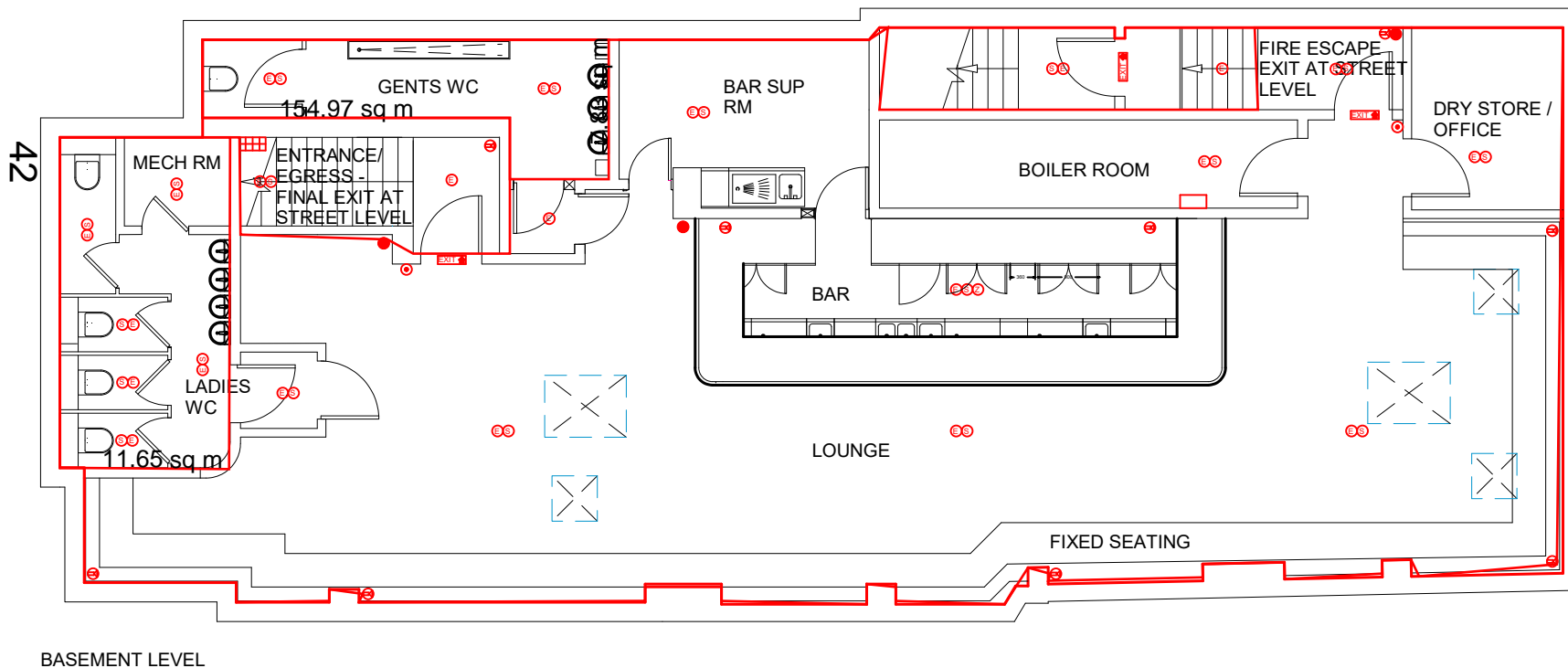
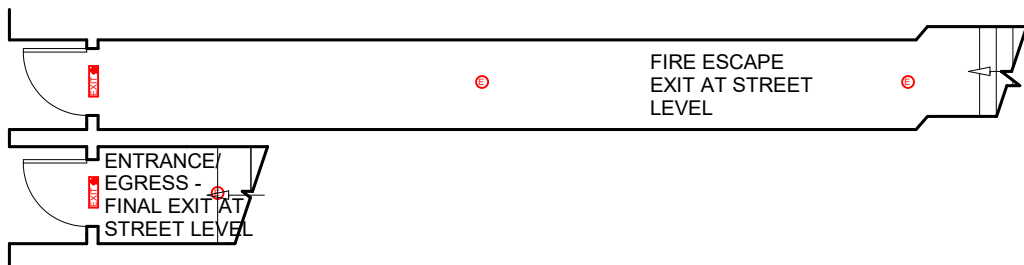
1. Save this form to your computer by clicking file/save as...
  2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/oxford/apply-1> to upload this file and continue with your application.
- Don't forget to make sure you have all your supporting documentation to hand.

**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**



GEORGE STREET



REV	DATE	DETAILS OF ISSUE
REV0		GF ADDED
DRAWING LEGEND		
	NON MAINTAINED EMERGENCY LIGHT WITH DIRECTION OF TRAVEL	
	CALL POINT	
	AREA COVERED BY EMERGENCY LIGHTING	
	SMOKE HEAD WITH SOUNDER	
	FLASHING NEON SOUNDER	
	AREA FOR FIRE FIGHTING EXTINGUISHERS	
	AMBIT LINE	
	FIRE PANNEL	
	ELECTRICAL AND VENTILLATION PANNEL	
	EXTERNAL SOUNDER	
	CCTV CAMERAS	
STATUS: LICENSING		
PROJECT: THE T.C.C OXFORD		
SITE ADDRESS: 29-31 GEORGE STREET, OXFORD, OX1 2AY.		
CLIENT: JJ GOODMAN OF THE TCC		
DRAWING SCALE BAR		
1:100 SCALE RULE AT A3		
SCALE: 1:100 at A3		
DRAWING DATE: 11FEB22		
AUTHOR: D. KNIGHT 07834179623		
DRG GF/BSE01		REVISION NO. D
DRAWING TITLE: LICENSING LAYOUT		ORIENTATION: NOT SURVEYED 
GROUND FLOOR & BASEMENT LEVES		
LICENSING NOTES: 1. LOOSE FURNITURE IS INDICATIVE ONLY 2. LICENSABLE ACTIVITIES OCCUR WITHIN THE AMBIT LINE. 3. FIRE EQUIPMENT MAY BE SUBJECT TO CHANGE IN ACCORDANCE WITH THE VENUE'S FIRE RISK ASSESSMENT.		
THIS DOCUMENT AND ALL INFORMATION HEREIN IS CONFIDENTIAL AND THE INTELLECTUAL PROPERTY OF DAVID KNIGHT IS DISCLOSED IN CONFIDENCE ON THE TERMS THAT IT IS NOT BE DISCLOSED TO ANY THIRD PARTY, USED, SOLD, LOANED, LICENSED OR REPRODUCED IN WHOLE OR IN ANY PART IN ANY MANNER OF FORM FOR MANUFACTURING AND TENDERING OR FOR ANY OTHER PURPOSE WITHOUT WRITTEN PERMISSION FROM THE AUTHOR OF THIS DOCUMENT. THE COPYRIGHT IS RETAINED BY DAVID KNIGHT. ALL MEASUREMENTS ARE THE RESPONSIBILITY OF THE CONTRACTOR AND SHOULD BE CHECKED ON SITE.		





Protecting Our Communities

Thames Valley Police  
Oxfordshire Local Command Unit- Oxford Central Hub  
St Aldates & Cowley Police Stations

[www.thamesvalley.police.uk](http://www.thamesvalley.police.uk)

09 May 2025

**To:** The Licensing Authority –Oxford City Council

**Reference:** 25/01430/PREM New Premises Licence Application: Underground Bar, George Street

**Subject:** Thames Valley Police Objection

Thames Valley Police have recently received a new licence application for the above basement space on George Street.

This application seeks to introduce a new late night venue with a bar, seating area, dance floor and dj booth.

The activities and terminal hours applied for are:

	Live Music	Recorded Music	Sale of Alcohol	Opening Hours*
Mon	23:00	02:30	02:30	02:30
Tues	23:00	02:30	02:30	02:30
Wed	23:00	02:30	02:30	02:30
Thurs	23:00	02:30	02:30	02:30
Fri	23:00	03:00	03:00	03:00
Sat	23:00	03:00	03:00	03:00
Sun	23:00	02:00	02:00	02:00

\*Note the venue has put forward two conditions. One that states no person shall be admitted 30 minutes before the end of the last licensable activity and the other that the premises shall be closed and cleared of customers 30 minutes after the conclusion of the last licensable activity.

This would mean that the public would be able to enter the site no later than:

	Last Entry	Closed & Cleared By
Mon	02:00	03:00
Tues	02:00	03:00
Wed	02:00	03:00
Thurs	02:00	03:00
Fri	02:30	03:30
Sat	02:30	03:30
Sun	01:30	02:30

They have also applied for *'an additional 1 hour on the day before and day of UK bank holidays'* has been applied for.

(N.B It is unclear if this is for the start or terminal hour of the licence, although we assume it would seek to go later on into the night).

The applicant has also put forward a very detailed operating schedule that's lists all the sorts of conditions the police would be seeking under normal circumstances to promote the four licensing objectives\*.

\*Prevention of public nuisance, prevention of crime and disorder, promotion of public safety and protection of children from harm

However, the site is located within the core of the city centre special saturation policy (SSP). It is our concern that the operation of another late night venue driven by regulated entertainment and alcohol to the hours applied for is, in conflict with the policy and will add to the overall cumulative effect of crime, disorder, antisocial behaviour and nuisance lined to all the licensable activities in the city.

As such Thames Valley Police wish to lodge our objections.

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[A copy of the City Council's Cumulative Impact Assessment 2022, has been submitted with our representation]

The area of the city centre the premises falls within has been afforded SSP status.

As the Committee will be aware the SSP concerns itself not with the direct management of any one particular individual licensed premises, but recognises the cumulative detrimental impact on the area from alcohol related crime, disorder, anti-social behaviour (ASB) and nuisance, stemming from all the extensive licensable provisions of the night time economy in that defined geographical area.

The site in question has held a late night premises licence for many years operating under various licence holders as a small nightclub, only having fallen into disuse and then finally lapsing in June 2023.

It should be noted that the policy is not *'one in, one out'*. Having recognised the significant issues in the area, and having introduced the SSP to manage the exponential growth of late night venues, a considered approach should be taken to re-licensing sites rather than simply back filling a gap to maintain the status quo of issues in the area.

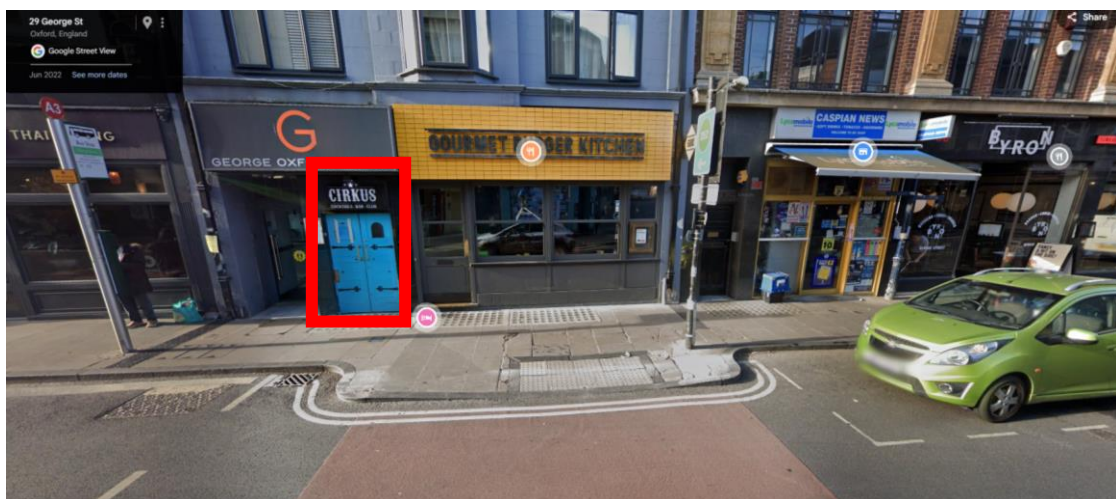
The SSP was last refreshed in 2022. The last documented licence holder for this site prior to the licence lapsing was in 2021. The current policy data shows there to a clear issue with cumulative impact. The concern being that the recent policy reviews life without this venue operating as part of the data. Therefore we believe that this new application will undermine the current policy.

Further to the overall issues in the city centre, and whilst it must be stressed that every application is judged on its own merits (as such the applicant here is in no way responsible for went before), the site itself historically proved to be exceptional problematic owing to its physical location and the layout of the street directly outside.



The premises (indicated by the red box above) is located on George Street. Once labelled as ‘vomit alley’ in national media, the street holds a number of ‘feeder’ bars and pub (venues that the public will attend to start their night preloading, before heading to the late night bars and nightclubs. This and the fact that the street is a main route to the night clubs and late night bars, as well as having a number of late night refreshment venues and a taxi rank means that it is already (without this venue) a significantly high footfall area.

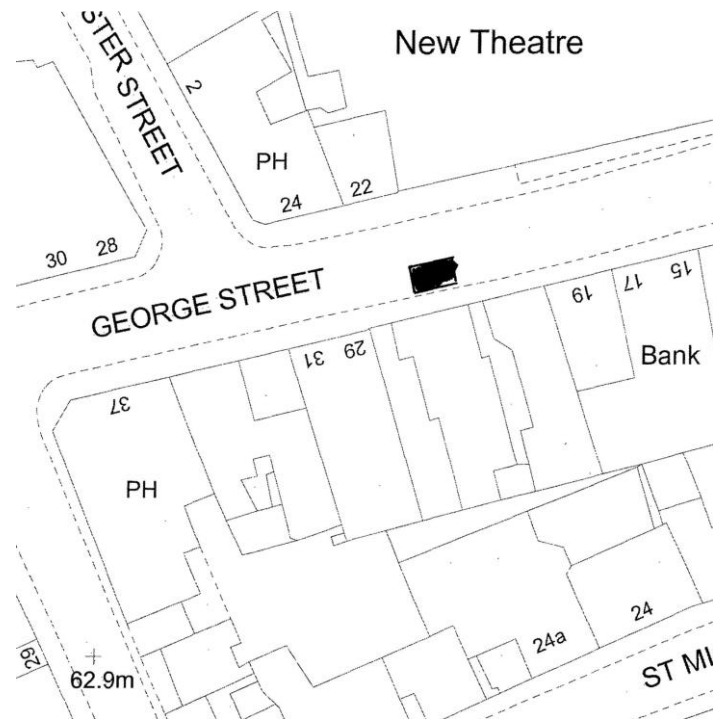
The location of the premises on the immediate street is illustrated below (red box).



George Street as the sub committee will know, has exceptionally narrow pavements. Pedestrian flow is congested at the best of times. During the hours of the night time economy (NTE), this becomes much worse owing to both the increased flow of the public but also now with the added issues of queues and smoking areas outside the pubs, bars.

As the above illustrates, added to this there are bus stops which provide evening and night bus services to Witney and Carterton. Both of which are frequently busy until the early hours. The end result is that this section of George street has always proven to be blocked and means that pedestrians passing by have had to walk out in the road. Further, especially at closing time, the demarcation between those queueing for the buses and those that are customers of the venue (which the venue has legal duty to manage) is nearly impossible to establish. This has led to pinch points that have over the years lead to disorder.

Adding yet further to this is a late night refreshment food van that trades until 3am Sunday, Monday and Tuesday, and 4am the rest of the week. This van is located a couple of doors down (as indicated by the black box from the plans supplied by the licensing authority).



The applicant has recognised the issue of over crowding on the pavement and states in their application:

*'Whilst customers are out on George Street smoking or vaping, our security team will endeavour to keep our customers from obstructing the pavement for pedestrians or equally from being on the road & obstructing traffic. We will be looking into working with the highway department within the council to allow us to have a designated smoking area to help us achieve this.'*

Whilst laudable, this has been stated as the case before by other operators at the site and at no point has it been possible to achieve this such is the space available.

-----

The SSP addresses a very real need to strike a balance between late night drinking and the tranquillity of life in Oxford.

The applicant has previously ran a nightclub/bar on Park End Street. In that time they have proven themselves to want to work with the police in a supportive manner when matters have arisen that have required licensing intervention. They have outlined a full raft of conditions to ensure the operation at the site meets the likely demands the venue will face, and if the sub committee decide to grant the licence, we fully endorse those conditions.

However, there are matters that fall beyond the scope of the immediate premises, and this is at the heart of the SSP.

As District Judge Patterson stated in relation to an appeal made against the City Council for an East Oxford premises wishing to extend hours in the SSP:

*'The effect on the area is wider than the immediate vicinity of the premises. It is not necessarily the direct consequences of the application proposal that concern me but the bigger picture in terms of impact on the area. I am satisfied that there are real problems created by longer hours for the sale of alcohol. I have had regard to the Special Saturation Policy which is designed to help limit these problems.'*

It is the assessment of the police that this application will increase the availability of licensable activities (most notably consumption of alcohol), and bring people into the area for longer. This will undermine the SSP and the promotion of the four licensing objectives in the area.

We therefore recommend to the licensing sub-committee that the application is rejected.

----- End -----

# Cumulative Impact Assessment 2022



## **1. Cumulative Impact Assessments – Background**

- 1.1 The concept of cumulative impact has been described within the Secretary of State's Guidance since the commencement of the 2003 Act.
- 1.2 The guidance describes cumulative impact as "the potential impact on the promotion of the licensing objectives of a number of licensed premises concentrated in one area".
- 1.3 For clarity, the licensing objectives are:
  - Prevention of crime and disorder
  - Prevention of a public nuisance
  - Public safety
  - Protection of children from harm
- 1.4 The Licensing Authority had previously adopted a Special Saturation Policy within its Statement of Licensing Policy, which covered both Oxford City Centre and East Oxford, adopted following assessment of the particular impact from the concentration of licensed premises in those areas. Due to the effects of the COVID-19 pandemic, the Authority was unable to conduct a Cumulative Impact Assessment when the Statement of Licensing Policy was due to be reviewed in early 2021. The result was that the Special Saturation Policy was removed, with the understanding that it would be reassessed later in the year.
- 1.5 The Policing and Crime Act 2017 amended the Licensing Act 2003 to place 'Cumulative Impact Assessments' on a statutory footing by introducing paragraph 5a of the Licensing Act 2003. This amendment came into force on 6th April 2018.
- 1.6 This Cumulative Impact Assessment is therefore being published under these new provisions of the Licensing Act 2003. The policy will be reviewed no later than every three years from the date it comes into force.
- 1.7 Section 182 Guidance states that "A Cumulative Impact Assessment (CIA) may be published by a licensing authority to help it to limit the number or types of licence applications granted in areas where there is evidence to show that the number or density of licensed premises in the area is having a cumulative impact and leading to problems which are undermining the licensing objectives. CIAs relate to applications for new premises licences and club premises certificates and applications to vary existing premises licences and club premises certificates in a specified area".

## **2. Consultation**

- 2.1 As per section 5a of the Licensing Act 2003, in preparing the Cumulative Impact Assessment the Licensing Authority consulted with the persons mentioned in section 5(3) of the Licensing Act 2003, namely:
  - the Chief Officer of Police
  - the Chief Officer of the Fire and Rescue Service
  - persons/bodies representative of the Local Authority with the function of public health
  - persons/bodies representative of local holders of premises licences
  - persons/bodies representative of local holders of club premises certificates
  - persons/bodies representative of local holders of personal licences
  - persons/bodies representative of businesses and residents in the City of Oxford

- persons/bodies representative of Child Protection Services
- other organisations as appear to the Licensing Authority to be affected by licensing matters, including local community, cultural, educational and entertainment organisations.

2.2 The Licensing Authority considered the views of all those consulted prior to determining this policy.

### **3. Cumulative Impact Assessment**

3.1 The assessment relates to all premises within specified areas that have a premises licence or a club premises certificate which will be carrying on or proposing to carry on the following licensable activities:

- The sale or supply of alcohol on or off the premises
- The provision of late night refreshment on or off the premises

3.2 CIAs do not apply to Temporary Event Notices (TENS); however it is open to the police and environmental health authority (as relevant persons) to refer to evidence published within a CIA when objecting to a TEN.

3.3 While the evidence underpinning the publication of this CIA should generally be suitable as the basis for a decision to refuse an application or impose conditions, it does not change the fundamental way that decisions are made under the 2003 Act. Each decision in an area subject to a CIA therefore still needs to be made on a case-by-case basis and with a view to what is appropriate for the promotion of the licensing objectives. Importantly, the publication of this CIA would not remove the Licensing Authority's discretion to grant applications for new licences or applications to vary existing licences, where the Authority considers this to be appropriate in the light of the individual circumstances of the case.

3.4 It also does not remove the requirement for a relevant representation to be submitted by a responsible authority or a member of the public (defined as 'any other person' within the act) against an application for it to be considered by the Licensing Sub-Committee. An application that does not receive relevant representations is deemed granted under the Act.

3.5 The Licensing Authority's Special Saturation Policy creates a rebuttable presumption that an application within the designated cumulative impact areas for new premises licences or variations that are likely to add to the existing cumulative impact will normally be refused if relevant representations are received. It is for the applicant to demonstrate that their application would not add to the cumulative impact of such licensed premises in the areas. Applicants are encouraged to liaise with the Licensing Authority and other Responsible Authorities in advance of submitting an application.

3.6 The steps followed in considering whether to publish a CIA are summarised below:

- identify concern about crime and disorder; public safety; public nuisance or protection of children from harm in a particular location.
- Consider whether there is good evidence that crime and disorder or nuisance are occurring, or whether there are activities which pose a threat to public safety or the protection of children from harm.
- if there is evidence that such problems are occurring, identify whether these problems are being caused by the customers of licensed premises, or that cumulative impact is imminent.



- Identify the boundaries of the area where problems are occurring (this can involve mapping where the problems occur and identifying specific streets or localities where such problems arise).
- Consult those specified in section 5(3) of the 2003 Act. As with consultations in respect of the licensing policy statement as a whole, it is for each licensing authority to determine the extent of the consultation it should undertake in respect of a CIA (subject to the statutory requirements).

3.7 The Licensing Authority had previously adopted a special policy on cumulative effect, known as its Special Saturation Policy, and it is now being readopted following this Cumulative Impact Assessment.

#### **4. Cumulative Impact Assessment Statement**

4.1 This assessment is being published because the authority is of the opinion that the number of licensed premises and club premises certificates within the City Centre and the East Oxford area is such that it is likely that granting further licences or variation to licences would be inconsistent with the authority's duty to promote the licensing objectives. This opinion has been reached after careful consideration of evidence and data, from Thames Valley Police, the Responsible Authorities and other persons, which show high levels of public nuisance, anti-social behaviour and crime and disorder within these areas. Therefore it is appropriate and necessary to control the cumulative impact in these areas.

The areas covered by the policy are the City Centre, as shown in **Appendix One**, and East Oxford, predominately Cowley Road, as shown in **Appendix Two**.

The evidential basis for the decision to publish a Cumulative Impact Assessment is set out in **Appendix Three**.

In areas where there is an excessive accumulation of off and on licensed premises, it is relatively straight forward to provide a direct correlation between those premises and public nuisance, anti-social behaviour and crime and disorder in the area, through an analysis of the evidence including operating hours of the premises and the peak times for incidents and calls for service.

#### **5. Other mechanisms for controlling cumulative impact**

5.1 There are mechanisms and interventions, both within and outside the licensing regime, that are available for mitigating adverse impacts on the licensing objectives and should be considered alongside local licensing policy by the Licensing Authority, Responsible Authorities, other persons, licensed premises and new and existing applicants: For example:

- planning controls
- positive measures to create a safe and clean environment in partnership with local businesses, transport operators and others
- the provision of CCTV,
- ample taxi ranks and Private Hire Companies licensed within district
- powers to designate parts of the city as places where alcohol may not be consumed publicly-Public Space Protection Orders.
- confiscation of alcohol from adults and children in designated areas
- police enforcement of the law with regard to disorder and anti-social behaviour, including the issuing of fixed penalty notices
- enforcement action against those selling alcohol to people who are inebriated

- police powers to close some premises for up to 24 hours on the grounds of disorder, the likelihood of disorder or excessive noise
- the power of police, local businesses or residents to seek a review of the licence or certificate

## Appendix One – Cumulative Impact Area – Oxford City Centre



## Appendix Two – Cumulative Impact Area – East Oxford





## Appendix Three – Cumulative Impact Evidence

### Contents

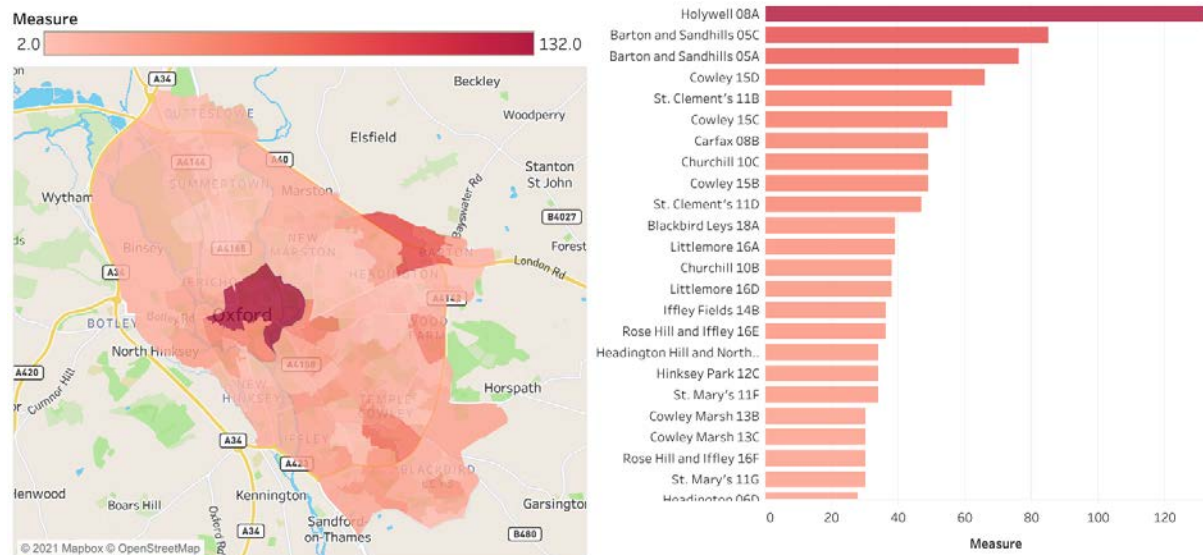
1. Police ASB incidents 2020 – LSOA level
2. Police Criminal damage crimes 2020 – LSOA level
3. Police Public Order crimes 2020 – LSOA level
4. Police Violent crime and sexual offences 2020 – LSOA level
5. Seasonal trends of top-4 LSOAs
6. CCTV incidents
7. Police data analysis methodology
8. Temporal analysis
9. Seasonal analysis
10. Geographic distribution: all NTE occurrences
11. Geographical distribution: serious violence occurrences
12. Public Health data – alcohol related admissions and mortality rates

### Glossary

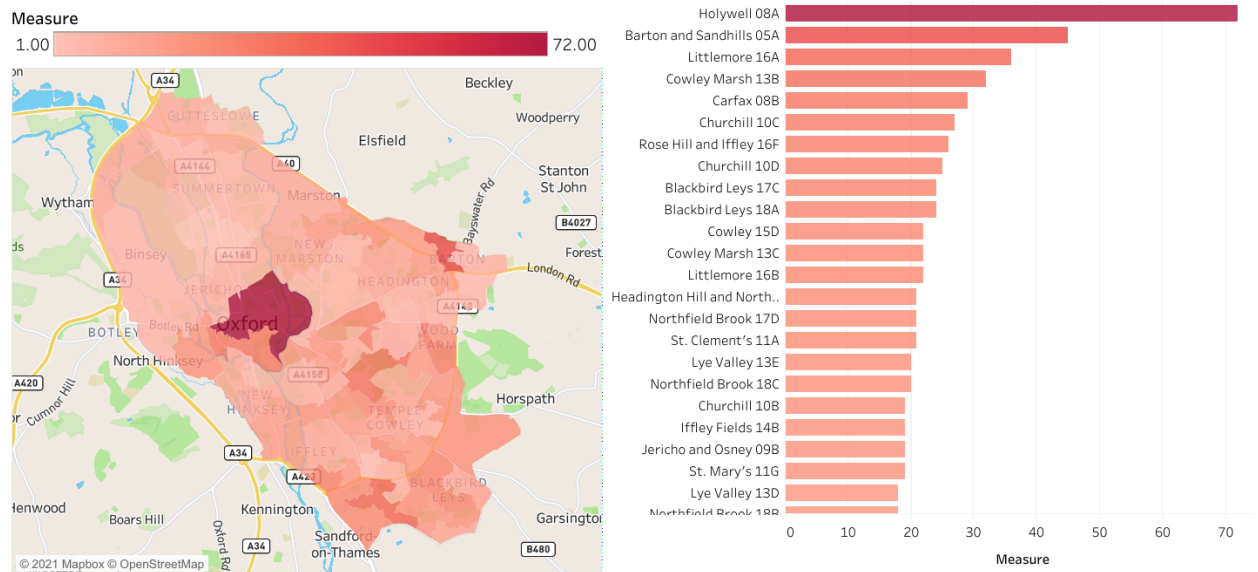
LSOA – Lower Super Output Area

ASB – Anti-social Behaviour

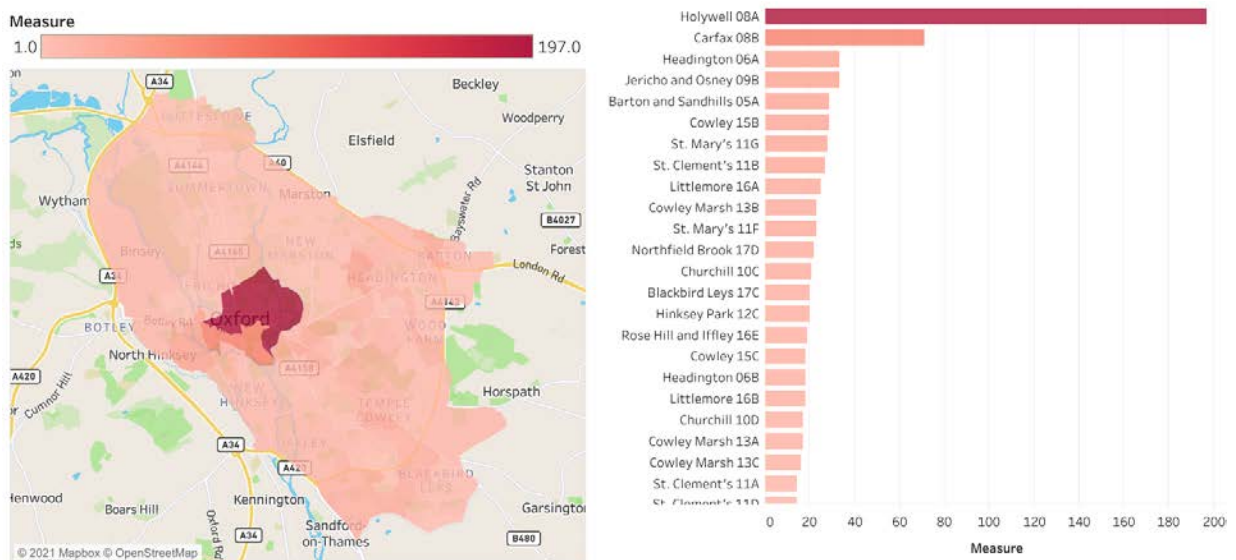
### 1. Police ASB incidents 2020 – LSOA level



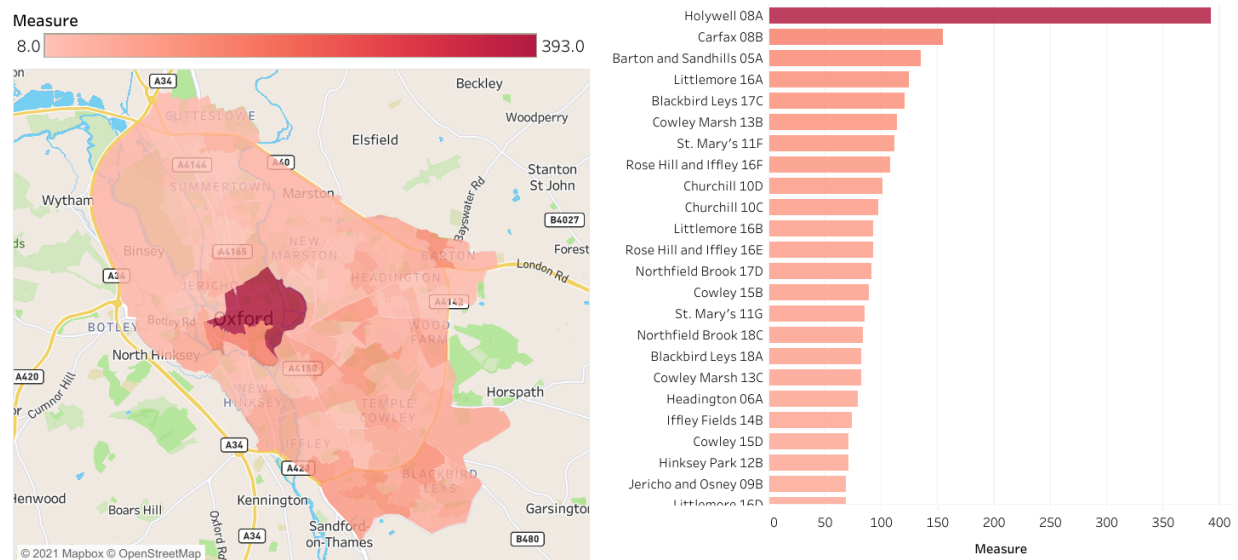
## 2. Police criminal damage and arson crimes 2020 – LSOA level



## 3. Police Public Order crimes 2020 – LSOA level



#### 4. Police Violent crime and sexual offences 2020 – LSOA level



#### 5. Police crime trend data – top 4 LSOAs

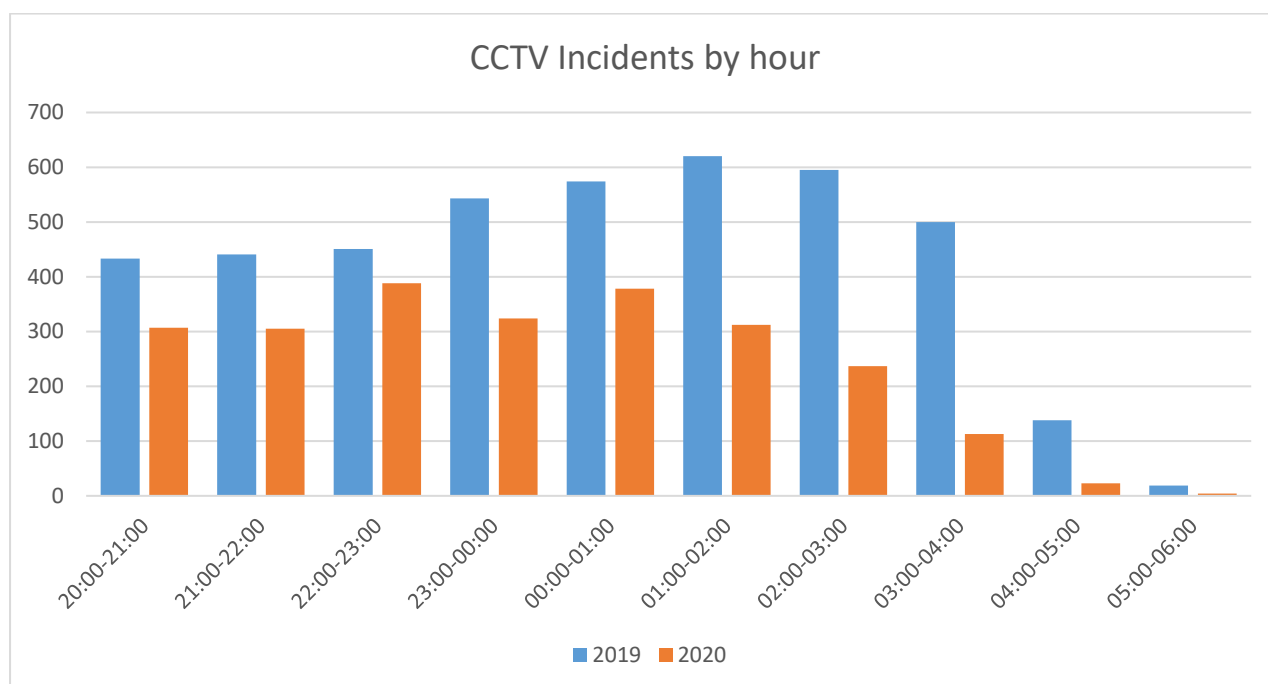
ASB incidents	2018		2019				2020				2021		Total
	Jul - Sept	Oct - Dec	Jan - Mar	Apr - Jun	Jul - Sept	Oct - Dec	Jan - Mar	Apr - Jun	Jul - Sept	Oct - Dec	Jan - Mar	Apr - Jun	
Holywell 08A	73	83	66	72	48	52	38	21	30	43	22	43	591
Barton and Sandhills 05A	18	14	13	24	28	18	8	25	20	23	16	13	220
St. Clement's 11D	36	44	18	12	26	7	10	8	14	15	6	11	207
Carfax 08B	31	20	27	22	19	9	16	9	11	13	4	10	191

Criminal damage & arson	2018		2019				2020				2021		Total
	Jul - Sept	Oct - Dec	Jan - Mar	Apr - Jun	Jul - Sept	Oct - Dec	Jan - Mar	Apr - Jun	Jul - Sept	Oct - Dec	Jan - Mar	Apr - Jun	
Holywell 08A	32	43	23	36	26	16	23	11	14	24	11	17	276
Barton and Sandhills 05A	9	5	6	12	12	4	13	12	13	7	9	11	113
Littlemore 16A	14	7	9	6	14	4	6	13	5	12	5	6	101
Carfax 08B	17	10	9	9	5	7	3	7	10	9	8	4	98

Public order	2018		2019				2020				2021		Total
	Jul - Sept	Oct - Dec	Jan - Mar	Apr - Jun	Jul - Sept	Oct - Dec	Jan - Mar	Apr - Jun	Jul - Sept	Oct - Dec	Jan - Mar	Apr - Jun	
Holywell 08A	56	48	49	57	37	55	54	24	59	60	61	97	657
Carfax 08B	14	18	13	17	20	15	24	8	13	26	15	18	201
Jericho and Osney 09B	2	2	1	4	3	2		9	11	13	24	22	93
St. Mary's 11G	6	2	2	9	8	6	9	4	9	6	9	15	85

Violence & sexual	2018		2019				2020				2021		Total
	Jul - Sept	Oct - Dec	Jan - Mar	Apr - Jun	Jul - Sept	Oct - Dec	Jan - Mar	Apr - Jun	Jul - Sept	Oct - Dec	Jan - Mar	Apr - Jun	
Holywell 08A	176	187	175	136	171	183	161	56	94	82	56	130	1607
Carfax 08B	29	36	35	30	38	39	39	24	44	48	31	67	460
Barton and Sandhills 05A	32	22	23	22	36	26	29	35	39	32	27	49	372
Littlemore 16A	24	35	34	27	39	17	35	34	26	30	27	31	359

## 6. CCTV incidents



The graph illustrates the peak hours of incidents monitored by public space CCTV cameras in the city. It is not possible to disaggregate the small number of cameras in neighbourhood areas from the cameras in the city centre.

This hourly breakdown is clearly linked to public space incidents during the night-time economy period.

## 7. Police Analysis of Violent Crime in the NTE: Methodology

Data from the police occurrence record keeping system for occurrences taking place within the Oxford Local Police Area with a reported date between 01/01/2017 and 26/04/2021 and with the Home Office Statistics Code 1 representing Violence Against the Person or Disorder.

Cancelled, historic or occurrences where the date was unknown were removed from the data set.

VAP and Disorder are very broad categories and include many occurrences unrelated to the NTE, attempts were made to refine the focus of the data by removing occurrences where the Location was recorded as a Dwelling or using the following criteria:

The data set resulting from the described initial search and filtering criteria comprised 4,523 occurrences which were considered to be related to Oxford's Night Time Economy. This data set was then analysed using Microsoft Excel and Esri ArcMap.



## 8. Police Analysis of Violent Crime in the NTE: Temporal Distribution

The temporal distribution of the 4,514 occurrences for which a time could be determined is shown below. It should be noted that 314 of these had an Event Start Time recorded as 00:00 – upon further investigation 305 of these were changed to a more accurate time based on Recorded Time, Event End Time and times noted in the summary report.

Fig. 1

	00:00 - 01:00	01:00 - 02:00	02:00 - 03:00	03:00 - 04:00	04:00 - 05:00	05:00 - 06:00	..	21:00 - 22:00	22:00 - 23:00	23:00 - 00:00	Grand Total
Monday	44	43	38	40	21	3		71	86	62	408
Tuesday	39	33	50	69	21	3		102	77	85	479
Wednesday	45	42	30	41	24			102	94	72	450
Thursday	60	44	61	42	18	4		99	61	68	457
Friday	52	47	64	56	29	3		94	114	122	581
Saturday	115	131	143	165	78	6		113	125	141	1017
Sunday	147	216	202	210	98	5		88	80	76	1122
	502	556	588	623	289	24		669	637	626	4514

**Figure 1: Distribution of occurrences by time and day of week**

Shows what we might expect intuitively: almost half (47%) of occurrences linked to Oxford's NTE occur on either a Saturday or a Sunday. The busiest period is between 01:00 and 04:00 on a Sunday morning, with those 3 hours alone accounting for 14% of occurrences analysed.

Fig. 2

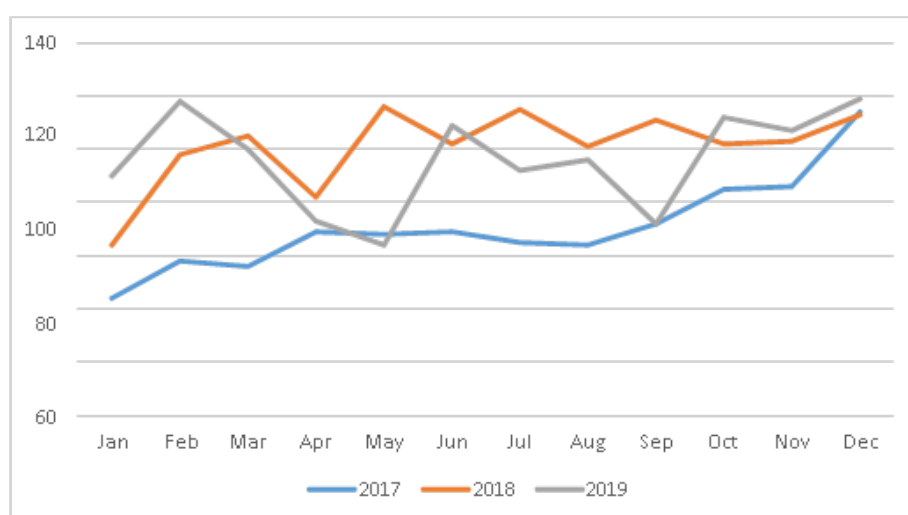
	00:00 - 01:00	01:00 - 02:00	02:00 - 03:00	03:00 - 04:00	04:00 - 05:00	05:00 - 06:00	..	21:00 - 22:00	22:00 - 23:00	23:00 - 00:00	Grand Total
Monday	12	9	7	5	5	1		3	4	3	49
Tuesday	11	6	12	18	16	8		2	5	7	85
Wednesday	7	8	5	5	3	3		2	2	7	42
Thursday	13	10	13	9	15	3		6	2	5	76
Friday	6	12	7	8	10	2		11	7	5	68
Saturday	15	27	32	28	40	16		10	5	14	187
Sunday	18	59	52	41	59	22		6	3	7	267
	82	131	128	114	148	55		40	28	48	774

**Figure 2: Distribution of NTE-related hospitalisations to John Radcliffe A&E by time and day of week**

Shows the distribution of admissions to the Accident & Emergency department of the John Radcliffe hospital between August 2017 and August 2020 which were classified as Apparent Assaults in which alcohol was believed to be a factor. The distribution largely mirrors the conclusion drawn from analysis of the temporal distribution of NTE-linked occurrences in Oxford, with an even greater focus on the early hours of Sunday morning (and to a lesser extent of Saturday morning).

## 9. Police Analysis of Violent Crime in the NTE: Seasonality

The count of NTE-linked occurrences taking place in each month of 2017, 2018, and 2019 is illustrated below. The chart does not suggest any great degree of predictable seasonality, although it appears that occurrence counts in November and December may be particularly high. These monthly counts were then compared to the expected level (based on the 12 month centred moving average) to determine whether any months appeared to have occurrence counts consistently above the expected count.



Month	2017	2018	2019
Jan	-27	-28	-8
Feb	-13	3	20
Mar	-15	7	6
Apr	-2	-18	-22
May	-3	15	-32
Jun	-2	1	13
Jul	-8	12	-6
Aug	-12	-4	-2
Sep	-8	7	-25
Oct	4	-2	18
Nov	1	4	13
Dec	26	13	28

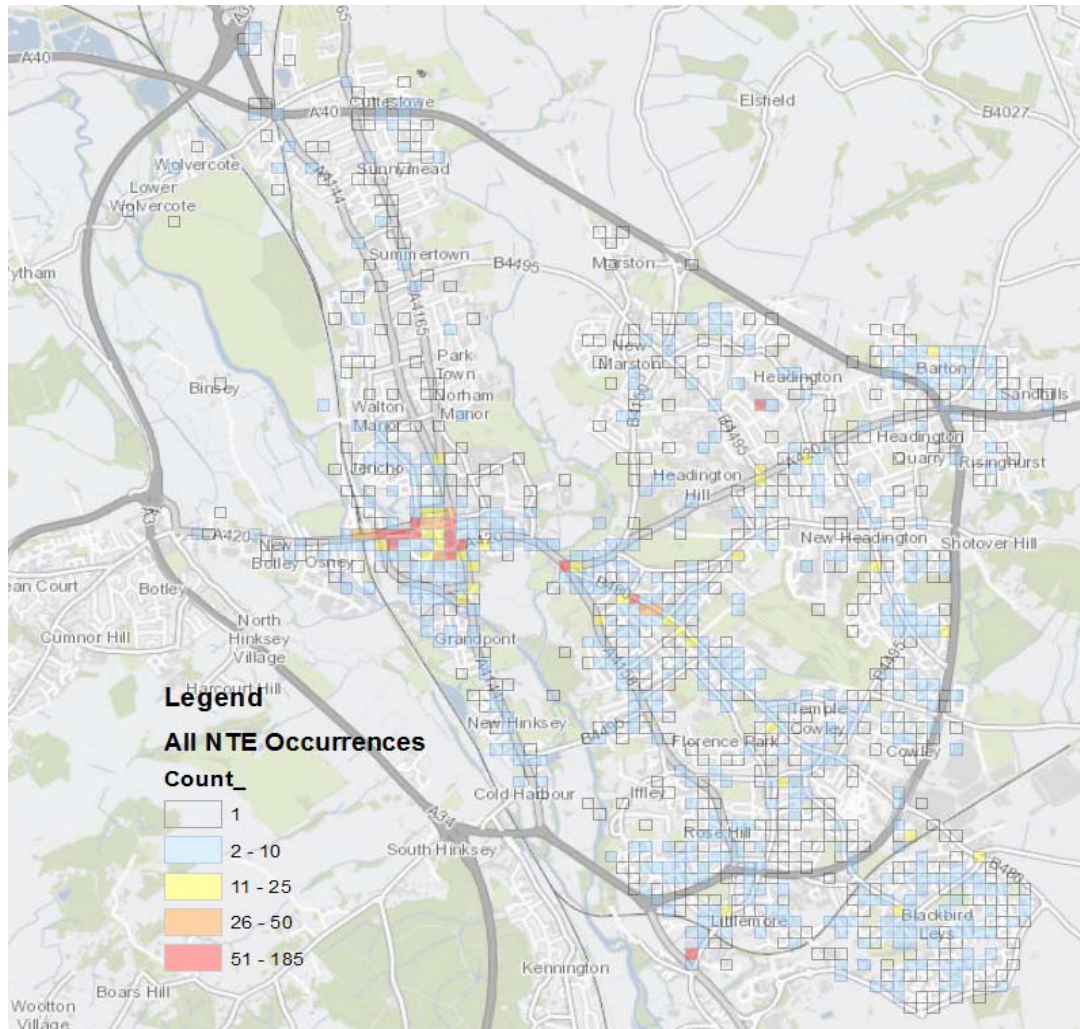
This analysis accounts for changing trends (2017 saw a steadily rising number of monthly occurrence counts, leading to consistently higher levels in 2018). It clearly shows that December NTE-linked occurrence counts were higher than expected in every year from 2017 to 2019, and that January occurrence counts were lower than expected in every year. April and August were also consistently lower than expected, albeit to a lesser extent than January, and November was also associated with marginally higher than expected NTE occurrence counts.

## 10. Police Analysis of Violent Crime in the NTE: Geographic distribution

The following heat maps show locations of NTE occurrences in Oxford, using a 100m x 100m grid overlaid on a map of the police area with the count of occurrences recorded as taking place within each grid square being indicated by the colour of the square.

The map clearly indicates that the most notable areas in which NTE occurrences have taken place are: the city centre area focused on Park End Street, Hythe Bridge Street and Cornmarket; Magdalen roundabout, the Cowley Road between Union

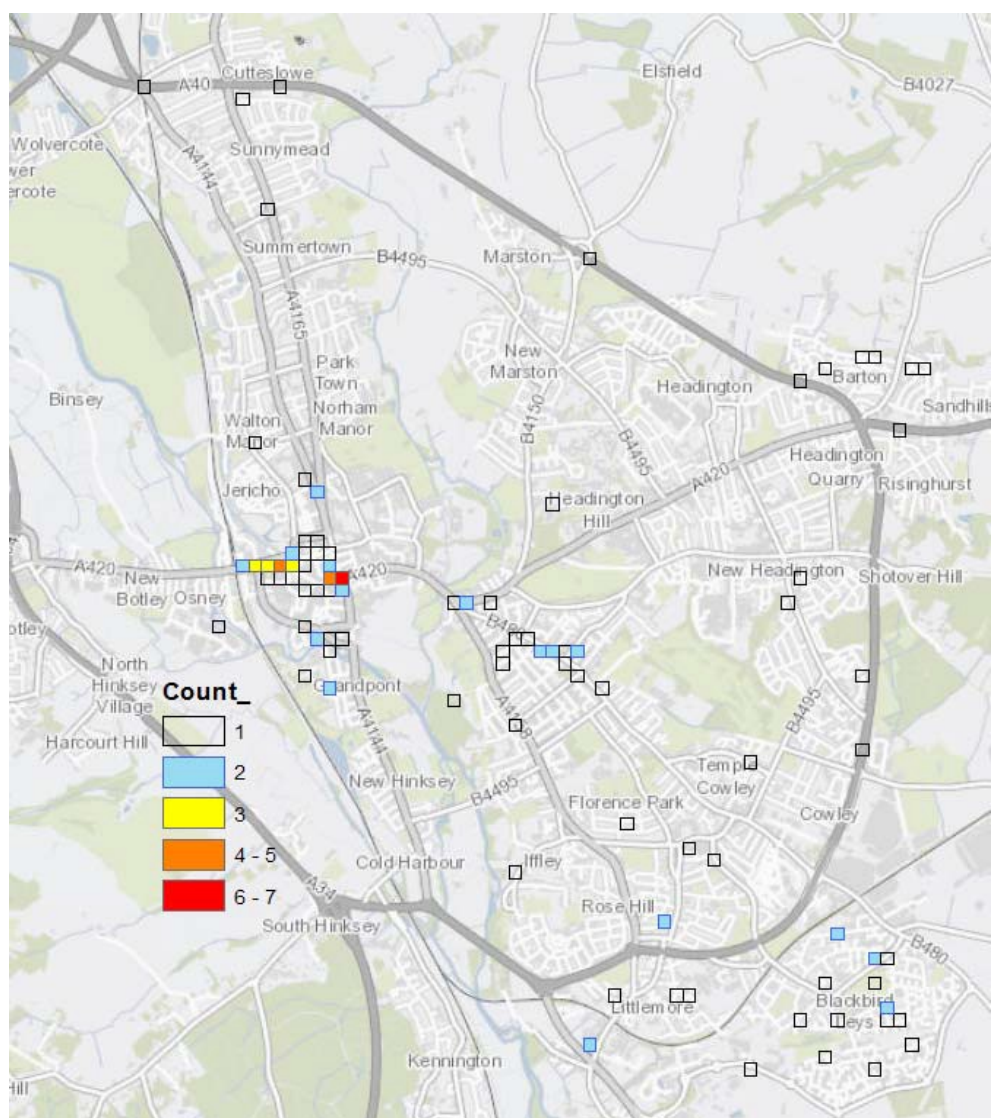
Street and East Avenue (O2 Academy and Cowley Retreat area); the A&E department of the John Radcliffe Hospital; and the Littlemore Mental Health Centre. It is possible (although not confirmed) that the hospital events may include occurrences that took place elsewhere and were reported from the hospital location.



## 11. Police Analysis of Violent Crime in the NTE: Geographic distribution

Serious violence offences.

Serious violence in Oxford's NTE appears to be highly focused in city centre areas, in particular: Queen Street / Cornmarket Street and Park End Street / Hythe Bridge Street.






## 12. Public Health Data

The table below shows the alcohol related hospital admissions and mortality rates for Oxford.

Compared to England: ■ better ■ similar ■ worse

Indicator	Period	England	Oxfordshire	Oxford
Alcohol related mortality	2018	46.5	41.1	48.6 <span style="color: yellow;">■</span>
Admission episodes for alcohol related conditions	2018-19	664	526	640 <span style="color: yellow;">■</span>
Admission episodes for alcohol specific conditions	2018-9	626	522	741 <span style="color: red;">■</span>
Admission episodes for alcohol specific conditions -Under 18s	2016/17-18/19	31.6	31.7	50.0 <span style="color: red;">■</span>

<b>Hospital admissions of alcohol related cardiovascular disease (female)</b>	2018/19	776	613	791 
<b>Hospital admissions for mental and behavioural disorders due to alcohol</b>	2018/19	75.6	52.2	97.9 
<b>Hospital admissions for alcoholic liver disease</b>	2018/19	131.2	96.0	138.4 

Source: PHE: Population Health Analysis (PHA) team using data from NHS Digital and ONS

The trend for hospital admissions for alcohol related conditions is increasing. There is also an increase in the trend for hospital admissions for alcohol related cardiovascular diseases.



**From:**  
**To:** [licensing](#)  
**Subject:** Objection to the Application for a Premises License for the Underground Bar at 29-31 George Street, Oxford OX1 2AY  
**Date:** 01 May 2025 16:16:24

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Licensing Authority,  
 Oxford City Council  
 Town Hall  
 St Aldate's  
 Oxford, OX1 1BX

Dear Sir/Madam,

**Re: Objection to the Application for a Premises License for the Underground Bar at 29-31 George Street, Oxford OX1 2AY**

I am writing to formally object to the application for a premises license for the proposed underground bar at 29-31 George Street, Oxford OX1 2EY. As the General Manager of the George Oxford Hotel, which provides accommodation on the upper floors of the same premises, I have serious concerns about the potential negative impact this development could have on the comfort, safety, and well-being of our guests.

In making this objection, we understand that the Licensing Act 2003 lists the four Licensing Objectives as:

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

While I fully understand the business owner's desire, I believe that operating an underground bar in close proximity to guest accommodations poses several significant difficulties, and our primary concern with this application is the third of the aforementioned objectives.

As a hotel located in the heart of Oxford city, we accommodate a wide variety of guests who come to Oxford for academic, professional, and leisure purposes. Our guests include students attending university interviews or courses, academics and researchers affiliated with the University of Oxford, business professionals visiting for meetings or conferences, and international and local tourists exploring the historic and cultural attractions of the city. A common need shared by all these guests is a calm and quiet environment that supports rest, focus, and relaxation. We are concerned that the establishment of an underground bar in close proximity to our premises could lead to increased noise levels and late-night disturbances, which would negatively impact the experience and comfort of our guests.

**1. Noise Disturbance**

One of the primary concerns is the potential for noise disturbance to hotel guests. The underground bar may generate significant noise, particularly during the evening and late-night hours. This could include noise from live music, late night recorded music, conversations, and patrons moving in and out of the venue. Guests staying on the upper floors of the hotel expect a peaceful environment, and it is likely that such noise would interfere with their ability to rest and sleep.

**2. Guest Safety and Well-Being**

The presence of an underground bar, particularly one that serves alcohol, may pose safety risks to both hotel guests and staff. In the event of an emergency, the proximity of the bar to the accommodation could complicate evacuation procedures. The potential for intoxicated individuals causing disruptions could also create a hazardous environment for those staying in the hotel. We are committed to maintaining a safe and comfortable environment for our guests, and the introduction of a bar could increase the likelihood of incidents that might compromise guest safety.

### **3. Security Concerns**

In addition to concerns about noise and disruption, we would like to highlight a significant security issue regarding the proposed underground bar. The entrance to our hotel is located directly adjacent to the proposed entrance of the bar. This raises serious concerns about the safety and security of our guests, especially during late-night hours. A higher volume of foot traffic, potential intoxicated individuals, and general nightlife activity in such close proximity to our main entrance may create an uncomfortable or unsafe atmosphere for guests arriving or returning to the hotel. Moreover, as their fire exit passes through our main entrance, patrons at the bar may have access to areas of the hotel intended for accommodation purposes, which could potentially lead to disruptions or even security risks, especially late at night. This is especially troubling for solo travelers, families, and students who expect a peaceful and secure environment. We believe this proximity could compromise the sense of safety that is essential to our hospitality offering.

### **4. Impact on Hotel Operations**

The introduction of a bar in close proximity to accommodation could also affect the overall operation of the hotel. As a business, we strive to maintain a high standard of service and provide a comfortable and quiet environment for our guests. The potential for noise, outdoor smoking and disturbances could lead to negative guest reviews and impact the reputation of the hotel.

### **5. Community Impact**

Lastly, the presence of an underground bar could have an impact on the surrounding community. Increased foot traffic, noise, outdoor smoking and potential littering from bar patrons could disrupt the neighborhood, particularly in the evenings and late at night. Given these concerns, I respectfully request that the council carefully consider the impact of granting a premises license for the underground bar. As the General manager of the George Oxford Hotel that relies on providing a peaceful and secure environment for its guests, I strongly believe that this development is not in the best interests of the hotel or its patrons.

I would be grateful if you could take my concerns into account during the decision-making process. If you require any further information or would like to discuss this matter in more detail, I am happy to make myself available at your convenience.

Thank you for your attention to this matter.

Yours faithfully,

T D Anthony

General Manager

George Oxford Hotel Ltd

29-31 George Street

Oxford OX1 2AY

Email :[info@georgeoxfordhotel.com](mailto:info@georgeoxfordhotel.com), Telephone: 01865 727 400

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This email was Malware checked by UTM 9. <http://www.sophos.com>

From: [Planning](#)  
To: [licensing](#)  
Subject: Comments for Licensing Application 25/01430/PREM  
Date: 25 April 2025 17:45:30

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Comments summary

Dear Sir/Madam,

Licensing Application comments have been made. A summary of the comments is provided below.

Comments were submitted at 25/04/2025 5:45 PM from Mr J Mullett-Sadones .

Application Summary

Address:	Basement 29 - 31 George Street Oxford Oxfordshire OX1 2AY
Proposal:	Premises Licence
Case Officer:	Richard Masters

[Click for further information](#)

Customer Details

Name:	Mr J Mullett-Sadones
Email:	
Address:	Culham Close Abingdon

Comments Details

Commenter Type:	Members of the Public
Stance:	Customer made comments in support of the Licensing Application
Reasons for comment:	
Comments:	25/04/2025 5:45 PM Oxford City has lost many of its live music venues and independent nightlife venues in recent years and I think that this would be a great addition to the late night economy and a good alternative to the current large scale nightclubs.

Kind regards



**From:** [Planning](#)  
**To:** [licensing](#)  
**Subject:** Comments for Licensing Application 25/01430/PREM  
**Date:** 07 May 2025 09:37:59

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## Comments summary

Dear Sir/Madam,

Licensing Application comments have been made. A summary of the comments is provided below.

Comments were submitted at 07/05/2025 9:37 AM from Mrs S Thomas.

### Application Summary

Address:	Basement 29 - 31 George Street Oxford Oxfordshire OX1 2AY
Proposal:	Premises Licence
Case Officer:	Richard Masters

[Click for further information](#)

### Customer Details

Name:	Mrs S Thomas
Email:	
Address:	Chilterns, Gloucester Green Oxford Oxford

### Comments Details

Commenter Type:	Members of the Public
Stance:	Customer made comments neither objecting to or supporting the Licensing Application
Reasons for comment:	<ul style="list-style-type: none"><li>- Other objection</li><li>- Public Nuisance</li></ul>
Comments:	07/05/2025 9:37 AM I am one of the directors of The Chilterns management company and represent the majority view of owners of the 85 flats surrounding Gloucester Green which directly face the exit of the proposed late night bar. A similar facility has been here before and late night sleep disturbance for nearby residents was considerably lessened when a bouncer was employed by the bar over their closing period with another support person who helped control the noisy behaviour of numbers waiting for a taxi outside the George Street cinema. We ask that this requirement be added to the present plans please

Kind regards

