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## INTRODUCTION

### General

1. This policy states the general principles that the Licensing Authority (see glossary) will take into account when determining each application. Other parties (including applicants, responsible authorities, interested parties) should have due regard to this policy.
2. The Licensing Authority is responsible for granting premises licences, club premises certificates, personal licences, and receiving temporary event notices in the Borough in respect of the sale and/or supply of alcohol and the provision of regulated entertainment and late night refreshment.
3. Each application will be considered on its individual merits.
4. The Licensing Authority may depart from its own policy if the individual merits of the application warrant such a departure. In such circumstances, the Licensing Authority must be able to justify its decision should there be a legal challenge.
5. This policy will not over-ride any obligations in the *Licensing Act 2003* (the "Act") or any other legislation. The Licensing Authority in preparing this policy has had regard to the Statutory Guidance (the "Guidance") under s182 of the Act and Regulations.
6. Each three year period the Licensing Authority must determine and publish a statement of policy. The Licensing Authority must keep its policy under review and must consult in relation to any revisions to it.
7. The Licensing Authority has consulted with all parties as required under the Act (see Appendix A).
8. All existing licence holders (for example, justice licences, public entertainments licences, night café licences) will have six months commencing the first appointed day (7 February 2005) to apply to the Licensing Authority to have their current licence converted with existing conditions to the new type of licence. Although applicants must apply to the Licensing Authority, this is an automatic conversion, subject only to any police objection based on the crime and disorder objective. This is known as Grandfather Rights. For the number of existing licences in the Borough please refer to Appendix B.
9. In making decisions the Licensing Authority will have due regard to any supplementary publications, including material such as protocols, strategies and procedures, that are published by the Richmond Council (the "Council") or other relevant bodies and are relevant to Licensing.

## Licensing objectives

10. The Licensing Authority has a duty under the Act to carry out its functions with a view to promoting the licensing objectives (which are all of equal importance), namely:

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

11. The licensing objectives are the only factors that the Licensing Authority may take into account when determining an application or review.

## Licensable activities

12. Subject to statutory exemptions, the activities which require a licence under the provisions of the Act and which this policy statement covers include:

- sale of alcohol;
- supply of alcohol to club members;
- provision of “regulated entertainment” – to the public, to club members or with a view to profit:
  - a performance of a play;
  - an exhibition of a film;
  - an indoor sporting event;
  - boxing or wrestling entertainment;
  - a performance of live music;
  - any playing of recorded music;
  - a performance of dance;
  - provision of facilities for making music;
  - provision of facilities for dancing;
- the supply of hot food and/or drinks from any premises between 11pm and 5am.

13. For statutory exemptions refer to Part 2 of Schedule 1 of the Act (see appendix C).

## Licensing Committee

14. The Council has established a Licensing Committee of fifteen members. The Licensing Committee will meet at least twice yearly to receive reports relevant to their role from Council officers and/or other appropriate parties/organisations.

15. The Licensing Committee may establish one or more sub-committees consisting of three members of the Licensing Committee.

16. The Licensing Committee may delegate its functions to sub-committees or to officers supporting the Licensing Authority. Delegation may occur in

accordance with the schedule as contained in Appendix D. However, the Licensing Authority may depart from the schedule where the individual merits of the case so require the departure and in such cases reasons will be given.

17. Where there are no relevant representations (see glossary), officers must grant the application without a hearing. Officers must determine on its merits whether any representation is relevant, frivolous or vexatious and may seek the guidance of the chairman or vice-chairman of the Licensing Committee in making its determinations.
18. The Licensing Committee or sub-committee may hear relevant representations from responsible authorities (see glossary) and interested parties (see glossary) in the vicinity of the premises. The Licensing Authority will adopt a common sense approach to the meaning of vicinity. Parties are interested if they live in the vicinity of the premises, and whether they do will be a question of fact in each case. The sub-committee may also determine at a hearing whether a representation is relevant, frivolous or vexatious.

### **Council's Vision for Licensing in the Borough**

19. This policy aims to '*Achieve the Right Balance*', by offering a safe, welcoming and clean environment for all to enjoy by improving opportunities for business and leisure/cultural activities whilst respecting the needs of residents to be able to go about their normal lives without undue inference or disturbance from licensable activities.
20. The Council encourages:
  - Entertainment (live music, dance, plays, films, etc.)
  - Cultural diversity
  - Choice
  - Family friendly environments
  - Focus on food
  - Quality standards
21. The Council encourages a diverse range of services beyond the sale of alcohol. It does not wish to create or promote a trend towards a 24 hour vertical drinking culture.
22. The Council discourages drunkenness or promotions that may lead to the excessive consumption of alcohol. The Portman Code of Practice on the Naming, Packaging and Promotion of Alcoholic Drinks (refer to [www.portman-group.org.uk](http://www.portman-group.org.uk)) is commended in ensuring that drinks are packaged and promoted in a socially responsible manner and only to those who are 18 years old or older.

## TYPES OF LICENCES

### Premises licence

23. A premises licence authorises the premises to be used for one or more licensable activities. It has effect until the licence is revoked, suspended or surrendered, but is not otherwise time limited unless the applicant requests a licence for a limited period. In determining an application or review of a premises licence the Licensing Authority must consider the licensing objectives.
24. Hearings may occur in the following circumstances, including determining applications:
- for a premises licence
  - for a provisional statement (see glossary)
  - to vary a premises licence
  - to vary the details of an individual specified in a premises licence as the designated premises supervisor
  - for transfer of a premises licence
  - for a review of a premises licence
  - for conversion of an existing licence during the period of transition
  - for review of a premises licence following a closure order issued by the police and the exercise of powers by a magistrates court
  - following the cancellation of an interim authority notice following a police objection
25. Organisers of festivals or concerts, who require a premises licence, are strongly advised to contact the Licensing Authority at least six months prior to the event.
26. The Council may seek, where appropriate, to obtain premises licences for suitable open spaces and premises that it owns or has control over. This will allow a variety of users, with permission from the Council, to use the open space or premises without having to individually seek a premises licence, and will enable the Council to promote live music, dance, circuses, and cultural events within our Borough. In such circumstances, the user must adhere to any conditions imposed upon them by the Council. Interested parties and responsible authorities may make representation in relation to premises licence applications in respect of open spaces.

### Personal licence

27. A personal licence is granted by the Licensing Authority to an individual, and authorises that individual to supply alcohol, or authorise the supply of alcohol, in accordance with a premises licence.

28. A personal licence has effect, unless revoked or surrendered, for an initial period of 10 years beginning from the date on which it is granted, and may be renewed for further periods of ten years at a time.
29. Hearings may occur in the following circumstances, including determining applications:
- for the grant of a personal licence
  - for renewal of a personal licence
  - for grant of a personal licence by the holder of an existing justices' licence during the period of transition
  - for conversion of an existing licence during the period of transition
  - following convictions coming to light after grant or renewal of a personal licence
30. The Licensing Authority must grant the licence if it appears that:
- (a) The applicant is aged 18 or over;
  - (b) The applicant possesses an accredited licensing qualification or is a person of a prescribed description;
  - (c) No personal licence held by them has been forfeited in the period of five years ending with the day the application was made;
  - (d) The applicant has not been convicted of any relevant offence or any foreign offence; and
  - (e) The Applicant pays the appropriate fee.
31. If the applicant has been convicted of any relevant offence (see glossary) or foreign offence (see glossary) the police may object to the grant of the licence on the grounds that it would undermine the crime and disorder objective.
32. An application for the grant of a personal licence:
- (a) must, if the applicant is ordinarily resident in the area of a Licensing Authority, be made to that authority, and
  - (b) may, in any other case, be made to any Licensing Authority (eg someone who lives abroad but wishes to have a personal licence for use in the United Kingdom)

### **Club premises certificate**

33. Club premises certificates provide authorisation for qualifying clubs to use club premises for “qualifying club activities.” Qualifying club activities are the supply of alcohol by or on behalf of a club to a member of a club, the sale by retail of alcohol by or on behalf of a club to a guest of a member for consumption on the club premises and the provision of regulated entertainment by or on behalf of the club for its members and guests.
34. Hearings may occur in the following circumstances, including determining applications:

- for a club premises certificate

- to vary a club premises certificate
- for review of a club premises certificate
- for conversion of an existing club registration certificate during the period of transition.

### **Permitted temporary activities**

35. Where it is proposed to use premises for one or more licensable activities involving less than 500 people, during a period not exceeding 96 hours, a “temporary event notice” may be given to the Licensing Authority and Police.
36. Any individual who is aged 18 or over may give a temporary event notice whether or not they hold a personal licence.
37. Where an individual does not hold a personal licence they can give 5 temporary event notices per year, whereas a personal licence holder may give up to 50 temporary event notices per year.
38. Each calendar year, no more than 12 temporary events can be held at any one premises.
39. No permission is required from the Licensing Authority. However, the applicant must inform both the police and the Licensing Authority of the temporary event.
40. The police may object to a temporary event notice if it considers it necessary for the prevention of crime and disorder. Where the police object, the Licensing Authority must hold a hearing to consider the objection, unless the premises user, the chief officer of police who gave the objection notice and the Licensing Authority agree that a hearing is unnecessary.
41. Although the legislative requirement for giving notice is 10 working days, it is recommended that the temporary event notice be given to the Licensing Authority and the police at least 20 working days before the event is due to begin.

## LICENSING OBJECTIVES

### Prevention of Crime & Disorder

42. In accordance with s17 of the Crime and Disorder Act 1998, the Licensing Authority must have due regard to the likely effect of the exercise of its functions on crime and disorder; and to the need to do all that it reasonably can to prevent crime and disorder.
43. The Licensing Authority will give considerable weight to any representations made by the police that is supported by evidence addressing this objective, particularly where it is linked to resources and likely control issues.
44. Pubs are encouraged to become members of their local Pub Watch scheme and to become a part of the Pub Watch radio system in order to alert other premises of potential trouble makers and disorder.
45. Door supervisors must be licensed by the Security Industry Authority (SIA) by the 11 April 2005, subject to exemptions under the Private Security Industry Act 2001.
46. The Licensing Authority encourages applicants to voluntarily install CCTV both within and outside their premises where they trade beyond 11pm and the primary licensable activity is the supply of alcohol. Installation and maintenance should be to the satisfaction of the Police and Licensing Authority and it is recommended that all recordings be maintained for a minimum of 31 days.

### Factors for the Licensing Authority to consider

47. Upon receiving a relevant representation in relation to a premises licence (or provisional statement) or club premises certificate, the Licensing Authority in making its determination must promote this licensing objective. Examples of what could be considered include:

- Whether the premises makes or will make an adverse contribution to levels of crime and disorder;
- Whether management has adopted any positive measures to prevent crime and disorder (for example, door supervisors, floor supervisors, installation of CCTV etc);
- Whether the interior and exterior of the premises has been designed in a way to minimise conflict and the opportunity for crime and disorder (for example, lighting, layout, etc);
- Whether measure have been adopted to ensure that the consumption of alcohol (eg no promotions that may lead to the excessive consumption of alcohol; provision of tap water free of charge) does not adversely effect the crime and disorder objective;

- Whether there are any internal policies addressing issues such as drugs and weapons (including search policies and training / awareness):
- Nature of the licensable activities and profile of patrons and their likely impact of the crime and disorder objective;
- Whether any dispersal practices encourage the staggered departure of patrons;
- Whether the size and capacity of the premises impacts on the licensing objectives.

### Conditions

48. Annex D of Guidance provides examples of conditions that may, in individual cases, be necessary to promote the prevention of crime and disorder in relation to premises licences (and provisional statements) and club premises certificate.
49. The following conditions may be considered as measures which may, in individual cases, promote the prevention of crime and disorder:

- Text / radio pages / phones connecting to local police;
- Door supervisors authorised by the SIA;
- Plastic containers and toughened glass;
- CCTV;
- Open containers not to be taken from the premises;
- Restrictions on drinking areas;
- Safe capacity limits;
- Proof of age schemes (No proof, no sale, no entry);
- Crime prevention notices;
- Signage;
- Metal detectors and search policies;
- Book recording all incidents at premises;
- No irresponsible use of happy hours or irresponsible drink promotions;
- Last admission times.

### **Public Safety**

50. Public safety is concerned with the physical safety of people using or working in the premises and not with public health, which is dealt with in other legislation.
51. It is the responsibility of the applicant to ensure that their licensed premises is safe for the public and staff for the activity taking place, both inside and immediately outside the premises (eg in connection with queuing, access, control of crowds). It is recommended that the applicant provide a risk assessment alongside the operating schedule to demonstrate that safety has been considered, assessed and addressed.
52. The Licensing Authority's officers will inspect licensed premises on a risk assessment basis and will perform joint visits with other agencies. The

purpose of visits will be to ensure compliance with licence conditions. Inspections may be undertaken without formal notice.

53. The Licensing Authority may, at its discretion, place a capacity limit on premises upon receiving a relevant representation. Capacity figures already set by the Fire Authority and/or Licensing Authority should be disclosed in the operating schedule. The Licensing Authority will not set a capacity which duplicates a capacity set in the fire safety certificate.

#### Factors for the Licensing Authority to consider

54. Upon receiving a relevant representation in relation to a premises licence (or provisional statement) or club premises certificate, the Licensing Authority in making its determination must promote this licensing objective. Examples of what could be considered include:

- Whether there are sufficient security staff / floor supervisors in relation to the number of customers at any given time;
- Whether there may be overcrowding in the premises;
- Whether there are set safe capacity limits;
- Whether staff have been training / informed of necessary safety measures;
- Whether patrons can arrive and depart from the premises safely.

#### Conditions

55. Where the legislation does not provide adequately for the public or staff, the Licensing Authority will give consideration to the conditions to promote safety as contained in Annexes E & F of the Guidance.
56. The following conditions may be considered as measures that may, in the individual cases, would be necessary to promote public safety.

- Safe capacity limits;
- Safety checks are carried out before the admission of the public;
- Any special effects or mechanical installation should be arranged and stored so as to minimise any risk to the safety of the audience, the performance and staff.

#### **Prevention of Public Nuisance**

57. In determining a licence application, the Licensing Authority will focus on the impact of the licensable activities at the specific premises on persons living and working (including doing business) in the vicinity.
58. Public nuisance includes the following:

- Noise nuisance (including vibration);
- Light pollution;
- Noxious smells;

- Litter:
- Any other relevant consideration.

59. The prevention of public nuisance includes low-level nuisance affecting a few people living locally as well as major disturbances affecting the whole community. It may also include in appropriate circumstances the reduction of the living and working amenity and environment of interested parties in the vicinity of licensed premises.
60. Applicants are encouraged to make all attempts to ensure that patrons leave their premises quietly and swiftly. Where nuisance in the vicinity of the licensed premises is attributable to patrons leaving the particular premises, this may result in representations against the premises licence.
61. Where there are queues to enter premises, they should be controlled and monitored to ensure that no nuisance is caused to residents or local businesses. Applicant's are advised to address these matters in their operating schedules.

Factors for the Licensing Authority to consider

62. Upon receiving a relevant representation in relation to a premises licence (or provisional statement) or club premises certificate, the Licensing Authority in making its determination must promote this licensing objective. Examples of what could be considered include:

- Whether any steps have been taken to limit noise escape from the premises (for example, keeping doors and windows shut where possible, sound level limiters on amplification equipment, sound proofing);
- What measures have been adopted to minimise and control noise from customers entering and leaving the premises (for example, signs inside/outside the premises asking patrons to leave quietly);
- Whether the licensable activities is likely to cause congestion of the pavement or the roadway;
- Whether people standing outside the premises are likely to cause a nuisance to residence;
- Whether any measures have been taken to prevent queuing outside premises;
- Whether there is adequate transport for patrons leaving the premises;
- Whether measures have been taken to minimise and control noise from staff, contractors and suppliers and their activities;
- Whether measures have been taken to minimise and control noise from vehicle providing services to the premises (for example, refuse collection, drink and food deliveries);
- Whether there are any bright lights outside the premises that may give rise to light pollution for some neighbours;
- Whether measures (such as litter bins outside premises or sponsored litter bins away from the premises) have been adopted to ensure that discarded litter is kept to a minimum, particularly with regard to the sale of takeaway and late night premises;

- Whether measures have been adopted to prevent noxious smells.

### Conditions

63. Annex G of Guidance provides examples of conditions that may, in individual cases, would be necessary to promote the prevention of public nuisance.
64. The following conditions may be considered as measures which may, in individual cases, promote the prevention of crime and disorder:

- Hours of operation;
- Doors and windows at the premises closed where practicable;
- Installation of noise limiting devices on amplification equipment;
- Prominent, clear and legible notices are to be displayed on all exits requesting the public to respect the needs of local residents and to leave the premises and the area quietly;
- No bright lights outside the premises;
- Bins outside premises;
- Book for recording nuisance complaints;
- Telephone with direct cab line;
- Display of transport timetables at the exit of premises;
- A specified time between last sales and the close of the premises;
- Supply of free soft drink, water, coffee or food at the end of the evening.

65. Conditions must focus on measures within their direct control of the licence holder or club.

### Transport

66. Applicant's are encouraged to inform the Licensing Authority about the provision of transport for customers leaving the premises. If transport is readily available, this may decrease the risk of customers causing nuisance or disturbance to residents or local business. Furthermore, applicant's are encouraged to provide patrons with information about the provision of transport (eg on a notice board near the exit) and to provide free phone links to mini cab companies etc.

### Outside eating or drinking areas

67. Where the applicant's premises contains an outside eating or drinking area, the Licensing Authority should consider the following:

- Whether the outside eating or drinking area is within close proximity of residential housing;
- Whether the outside eating or drinking area could have an adverse effect on those living in the area;
- The hours that the applicant intends to sell food or drink for consumption in the outside area;
- Measures of collecting glasses, crockery, cutlery and litter.

68. Where a premises includes an outside eating or drinking area, the applicant must address what steps they have taken to minimise noise escape. The Licensing Authority will expect applicants to specify voluntary conditions that address this issue, such as early closure of the outside drinking area in relation to the terminal hours for the inside of the premises.
69. The Applicant will be expected to address the nuisance objective where its patrons are known to use the highway (ie drinking on pavements) or public open spaces.

### **Protection of Children from Harm**

70. The protection of children from harm includes moral, psychological and physical harm.
71. The Licensing Authority will give considerable weight to representations made by child protection bodies and the police that is supported by evidence. The Council's Children and Families Department of Social Services is the responsible authority in respect of children.
72. Nothing in this statement of policy shall require that premises give access to children.
73. When deciding whether to limit access to children or not the Licensing Authority will judge each application on its merits. Examples, which may give rise to particular concern in respect of children, would include premises:

- Where "adult entertainment" is provided;
- Where there have been convictions of current management for serving alcohol to minors or with a reputation for allowing underage drinking;
- Where the requirement for proof of cards or other age identification to combat the purchase of alcohol by minors is not the norm;
- With a known association with drug taking or dealing;
- Where there is a strong element of gambling on the premises (but not small numbers of cash prize machines);
- Where the supply of alcohol for consumption on the premises is the exclusive or primary purpose of the services provided at the premises.

### **Factors for the Licensing Authority to consider**

74. Upon receiving a relevant representation in relation to a premises licence (or provisional statement) or club premises certificate, the Licensing Authority in making its determination must promote this licensing objective. Examples of what could be considered include:

- What measure are taken, or proposed to be taken, to check the age of those who appear to be under the age of 18;
- The likelihood of children under the age of 18 being attracted to the premises;

- Whether there is an emphasis on gambling or “adult entertainment” (and the placement of gaming machines so that they are properly supervised);
- Whether the supply of alcohol is the primary purpose;
- Measures taken to ensure that the consumption of alcohol is restricted by age;
- Whether there are problems with underage drinking on the premises;
- Measures to restrict children from viewing films that are inappropriate for their age.

### Conditions

75. Annex H of Guidance provides examples of conditions that may, in individual cases, would be necessary to promote the protection of children from harm.
76. Conditions, where they are necessary, should reflect the licensable activities taking place on the premises and may include (paragraph 7.52 of Guidance)

- where alcohol is sold, requirements for the production of proof of age cards or other age identification before sales are made to individuals under 18 years;
- limitations on the hours when children may be present;
- limitations on the presence of children under certain ages when particular specified activities are taking place;
- limitations on the parts of the premises to which children may have access;
- age limitations (below 18);
- limitations or exclusions when certain activities are taking place;
- requirements for accompanying adult;
- full exclusion of people under 18 from the premises when any licensable activities are taking place.

77. The Guidance clearly states that the “Secretary of State does not wish to see the development of family-friendly environments frustrated by overly restrictive conditions in respect of children where there is no good reason to impose them” (para 7.49 of the Guidance).

### Exhibition of film

78. Where the applicant exhibits a film, the Licensing Authority will expect applicant to include in their operating schedule arrangements for restricting children from viewing age restricted films classified according to the recommendations of the British Board of Film Classification (BBFC) (see Appendix E) or the Licensing Authority itself.

## **ROLE OF LICENSING**

79. The role of licensing is about regulating the carrying on of licensable activities.
80. The Licensing Authority will primarily focus on the direct impact of the licensable activities taking place at licensed premises on members of public living, working or engaged in normal activity in the area concerned.
81. Licensing law is not the primary mechanism for the general control of nuisance and anti-social behaviour by individuals once they are away from the licensed premises and, therefore, beyond the direct control of the individual, club or business holding the licence, certificate or authorisation concerned. Nonetheless, it is a key aspect of such control and licensing law will always be part of a holistic approach to the management of the evening and night-time economy in town and city centres. It is acknowledged that the misuse of alcohol is a significant driver of crime and disorder, particularly violent crime and disorder late at night.

## **REVIEWS**

82. An interested party or a responsible authority may apply to the Licensing Authority for a review of a premises licence or a club premises certificate. With club premises certificates, a member of a club may also seek a review.
83. The review must be based on the licensing objectives and must not be frivolous, vexatious or repetitious.
84. The Guidance states that the Secretary of State recommends that more than one review originating from an interested party should not be permitted within a period of 12 months on similar grounds save in compelling circumstances or where it arises following a closure order.
85. When undertaking a review the Licensing Authority may:
1. Modify, add or remove the conditions of the licence/certificate
  2. Exclude a licensable activity/qualifying club activity from the scope of the licence
  3. Remove the designated premises supervisor (premises licence only) (see glossary)
  4. Suspend the licence/certificate for a period not exceeding three months
  5. Revoke the licence/withdraw the certificate

## CUMULATIVE IMPACT

86. "Cumulative impact" refers to the potential impact on the promotion of the licensing objectives of a significant number of licensed premises concentrated in one area.
87. In accordance with paragraph 3.16 of the Guidance, where, after considering the available evidence and consulting those individuals and organisations listed as statutory consultees, the Licensing Authority is satisfied that it is appropriate and necessary to include an approach to cumulative impact on the Licensing Policy statement, it should include in the statement that it is adopting a special policy of refusing new licences in the specified area.
88. The Licensing Authority has given appropriate weight to all consultation comments received on cumulative impact and has taken careful consideration of the advice from the police.
89. Consideration was given to whether a greater concentration of licensed premises in Twickenham and Richmond town centres, than other parts of the Borough, impacted on the licensing objectives to such a degree as to require a special cumulative impact policy in these two areas. On the limited evidence provided throughout the consultation process, the Licensing Authority was unable to conclude that such a policy should be implemented at this time. This does not preclude this matter from being considered at a later date upon evidence being provided.
90. Regardless of the above, it is recognised that police crime statistics show that South Richmond and Twickenham Riverside wards have higher levels of reported crime compared to other wards. It is further recognised that police statistics can often give an incomplete picture of the level of disturbance occurring late at night as many incidents are not reported. It must also be acknowledged that licensed premises are often landmarks for reported incidents that are not necessarily attributable to such premises.
91. Other mechanisms both within and outside the licensing regime for controlling cumulative impact include:

1. Planning controls;
2. Positive measures to create a safe and clean town centre environment in partnership with the local authority;
3. Provision of CCTV surveillance in town centres, ample taxi ranks, street cleaning and litter patrols;
4. Power of local authorities to designate parts of the local authority area as places where alcohol may not be consumed publicly;
5. Police enforcement of the general law concerning disorder and anti-social behaviour, including the issuing of fixed penalty notices;
6. Prosecution of any personal licence holder or member of staff at such premises who is selling alcohol to people who are drunk;
7. Confiscation of alcohol from adults and children in designated areas;

8. Police powers to close down instantly for up to 24 hours any licensed premises or temporary event on grounds of disorder, the likelihood of disorder or noise emanating from the premises causing a nuisance; and
9. Power of the police, other responsible authorities or a local resident or business to seek a review of the licence or certificate in question.

## LICENSING HOURS

92. The Council recognises that fixed and artificially early closing times in certain areas can lead to peaks of disorder and disturbances on the streets when a large number of people tend to leave licensed premises at the same time. The Guidance states that longer licensing hours with regard to the sale of alcohol is important to ensure that the concentrations of customers leaving premises simultaneously are avoided. This is necessary to reduce the friction at late night fast food outlets, bus stops, taxi ranks and other sources of transport that can lead to disorder and disturbance.
93. The Licensing Authority, in line with the Guidance, will not implement any form of zoning, namely fixing the trading hours in designated areas.
94. The Licensing Authority will consider trading hours based on the licensing objectives.
95. The Licensing Authority will consider each application on its individual merits. Where it is demonstrated that customers in a particular area generally remain in premises until closing time, too many premises closing at the same time may result in the peaks in concentration of people leaving premises which the Guidance advises should be avoided. In such cases, where relevant representations are made, the Licensing Authority will consider the imposition of a terminal hour different from those generally prevailing in the area.
96. Where the premises is located in a primarily residential area and a representation is made by an interested party in relation to noise / sleep disturbance, the applicant must demonstrate that the operating hours (or proposed operating hours) will not adversely impact on the nuisance objective.
97. Applicants applying for premises licences or club premises certificates should anticipate special occasions (eg bank holidays, sporting events) and incorporate appropriate opening hours for these occasions in their operating schedules.
98. Shops, stores and supermarkets will normally be free to sell alcohol for consumption off the premises at any times when the retail outlet is open for shopping. However, where a relevant representation is made by an interested party or responsible authority in relation to nuisance or anti-social behaviour, or the circumstances warrant it, the Licensing Authority may at its discretion consider a restriction on the hours that alcohol may be sold.

99. Given that there is no statutory drinking up time under the Act, applicants must specify in their operating schedules the time that they will stop selling or supplying alcohol and close the premises to the public.

## **DUPLICATION**

100. The Licensing Authority must avoid duplication with other regulatory regimes so far as possible.
101. The Licensing Authority would prefer that planning permission or a certificate of lawful use exists before an application for a licence is made. However, there is no legal basis for requiring that planning consent be sought first or that in its absence the Licensing Authority can refuse to determine a licence application.
102. The licensing function will remain distinct from planning. It will be for the planning process to determine land-use decisions and the market place to determine need for particular types of premises/activities. Licensing decisions will be with regard to the promotion of the licensing objectives.
103. Occasional report will be submitted to the Planning Committee to inform them of the numbers of licensed premises in particular areas and any relevant information regarding reports of disturbance, nuisance or crime and disorder in those areas that could reasonably be attributed to such premises.

## **LEGISLATION**

104. The Licensing Authority is committed to avoiding duplication with other regulatory regimes as far as possible, and recognises that there are numerous other statutory requirements applying to licensed premises such as health and safety, fire safety, planning, food hygiene, building control etc. In order to avoid duplication, the Licensing Authority will not impose conditions where legislation already adequately addresses the issues.
105. However, the Licensing Authority must have regard to the Legislation / Conventions contained in Appendix F.

## **ADULT ENTERTAINMENT**

106. Applicants must specify in their operating schedules if they proposed to have regulated entertainment involving nudity or striptease or any other activity involving full or partial nudity, or sex related entertainment such as the showing of films or other recordings which are restricted for those over the age of 18.
107. Upon receiving a relevant representation, the Licensing Authority must be satisfied that the licensing objectives are met, particularly in relation to the protection of children from harm.

## **TOURISM, EMPLOYMENT, PARTNERSHIPS & STRATEGIES**

108. The Licensing Committee will receive regular reports on:
1. Local tourist economy for the area;
  2. Employment situation in the area and the need for new investment;
  3. Other relevant material as it may arise.
109. The Licensing Authority recognises that the licensing function is only one means of securing the delivery of the licensing objectives. In working towards the promotion of the licensing objectives this will involve a working partnership with planning, environmental health and safety, police, fire authority, Crime and Disorder Reduction Partnership, town centre managers, representatives of local business and residence, local transport authorities and operators and those involved in child protection. A licensing forum will be set up to bring these groups together periodically.
110. The applicant and the Licensing Authority must have due regard to Council and Government Strategies. The key points are summarised at Appendix G.

## **CONDITIONS**

111. Conditions (see glossary) may be imposed on premises licences and club premises certificates where they are necessary for the promotion of one or more of the licensing objectives and are not required under other legislation.
112. They should not be disproportionate or overly burdensome.
113. Conditions must focus on measures within the direct control of the licence holder or club.
114. Applicants are encouraged to volunteer their own conditions.
115. Where an applicant converts his/her licence under grandfather rights from the old to the new regime, without variation, the effect of the old conditions (excluding illegal conditions or conditions contrary to the Act) will be reproduced. Undertakings will not be converted.
116. In accordance with s19 of the Act, where a premises licence authorises the supply of alcohol the licence must include the following mandatory conditions.

**CONDITION 1**

No supply of alcohol may be made under the premises licence:

- at a time when there is no designated premises supervisor in respect of the premises licence, or
- at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.

**CONDITIONS 2**

- Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.

117. Where the premises licence authorises the exhibition of films, the licence must include a condition requiring the admission of children to the exhibition of any film to be restricted (section 20 of the Act).
118. Where a premises licence includes a condition that at specified times one or more individuals must be at the premises to carry out a security activity, the licence must include a condition that each such individual must be licensed by the Security Industry Authority (Section 21 of the Act).
119. In relation to a premises licence which authorises the performance of plays, no condition may be attached to the licence as to the nature of the plays which may be performed, or the manner of performing plays, under the licence (section 22 of the Act).

## **CONTACT DETAILS & APPLICATIONS**

120. To obtain further details about the application process please visit our website at [www.richmond.gov.uk](http://www.richmond.gov.uk) or write to the Licensing Authority (7b Parkshot, Richmond, TW9 2RT).
121. In relation to premises licences (and provisional statements) or club premises certificates (excluding transfers), the applicant is under an obligation to inform the responsible authorities as listed below by sending them a copy of the completed application:

Licensing Authority

Licensing Authority, 7b Parkshot, Richmond, TW9 2RT

Chief Officer of Police

Chief Officer of Police, Twickenham Police Station, 41 London Road, Twickenham, TW1 3SY

Fire authority

London Fire and Emergency, 90 Old Town, Croydon, Surrey, CRO 1AR

Enforcing authority within meaning of Health and Safety at Work etc. Act 1974

Health and Safety Executive, London Division, Rose Court, 2 Southwark Bridge, London, SE1 9HS

Local Planning Authority

London Borough of Richmond upon Thames Planning, 2<sup>nd</sup> Floor, Civic Centre, 44 York Street, Twickenham, TW1 3BZ

Local authority by which statutory functions are in relation to minimising or preventing the risk of pollution to the environment or of harm to human health

Head of Environmental Health, Consumer Protection, 7b Parkshot Richmond, TW9 2RT

Body which represents matters relating to the protection of children

Child Protection Manager, Social Services, 3<sup>rd</sup> Floor, Civic Centre, 44 York Street, Twickenham, TW1 3BZ

\* Application in relation to vessels must notify further responsible authorities

122. In relation to personal licences, temporary event notices, applications for transfer of premises licences and club premises certificates, conversion under grandfather rights, or variations of designated premises supervisors, the applicant is under an obligation to inform the responsible authorities as listed below by sending them a copy of the completed application/notice:

Licensing Authority

Licensing Authority, 7b Parkshot, Richmond, TW9 2RT

Chief Officer of Police

Chief Officer of Police, Twickenham Police Station, 41 London Road, Twickenham, TW1 3SY

## HOW TO OBTAIN COPIES OF ACT & GUIDANCE

123. To obtain an electronic copy of the Act or Guidance please visit the following websites:

- [www.hmsso.gov.uk](http://www.hmsso.gov.uk)
- [www.dcms.gov.uk](http://www.dcms.gov.uk)
- [www.richmond.gov.uk](http://www.richmond.gov.uk)

124. To purchase a printed version of the Act or Guidance contact The Stationary Office at:

The Stationery Office  
PO Box 29  
St Crispins  
Duke Street  
Norwich NR3 1GN

Tel: 0870 600 5522  
Fax: 0870 600 5533  
e-mail: [book.orders@tso.co.uk](mailto:book.orders@tso.co.uk)  
online ordering: [www.tso.co.uk/bookshop](http://www.tso.co.uk/bookshop)

# GLOSSARY

**Conditions**

Paragraph 7.2 of the Guidance defines conditions to include limitations or restrictions attached to a licence or certificate and essentially are the steps or actions the holder of

the premises licence or the club premises certificate will be required to take or refrain from taking at all times when licensable activities are taking place at the premises in question.

### **Designated premises supervisor**

Section 15(1) of the Act says references to “designated premises supervisor”, in relation to a premises licence, are to the individuals for the time being specified in that licence as the premises supervisor. The main purpose of a designated premises supervisor is to ensure that there is always one specified individual, among the personal licence holders within a premises, who can be readily identified for the premises. This person will normally have been given day to day responsibility for running the premises by the premises licence holder. It is essential that the designated premises supervisor holds a personal licence.

### **Foreign offence**

Section 113(3) of the Act defines “foreign offence” to mean an offence (other than a relevant offence) under the law of any place outside England and Wales.

### **Interested party**

Sections 13(3) and 69(3) defines “interested party” to mean a person living in the vicinity of the premises, a body representing persons who live in that vicinity, a person involved in a business in that vicinity, and a body representing persons involved in such businesses.

### **Late night refreshment**

A person provides late night refreshments if at any time between the hours of 11pm and 5am, he supplies hot food or hot drink to members of the public, or a section of the public, on or from any premises, whether for consumption on or off the premises. Furthermore, a person is deemed to provide late night refreshments if at any time between those hours when a member of the public, or a section of the public, are admitted to any premises, he supplies, or holds himself out as willing to supply, hot food or hot drink to any persons, or to persons of a particular description, on or from those premises, whether for consumption on or off the premises.

### **Licensing Authority**

Section 3 of the Act defines “Licensing Authority” to include the council of a London borough.

### **Premises**

Premises means any place and includes a vehicle, vessel or moveable structure.

### **Provisional statement**

A provisional statement is a statement given to an applicant by the Licensing Authority when premises are or are about to be constructed for the purpose of being used for one or more licensable activities, or are being or about to be extended or otherwise altered for that purpose. The reason why provisional statements are given is that the necessary investment may not be committed unless investors have some assurance that a premises licence covering the desired licensable activities would be granted for the premises when the building work is completed. Under s31(2) where no relevant representations are made, the Licensing Authority may issue the applicant with a provisional statement to that effect. Under s31(3) the Licensing Authority must hold a

hearing when relevant representations are made and must then issue the applicant with a statement which gives the details of that determinations and states the reasons.

Following the issue of a provisional statement, the applicant must then apply to the Licensing Authority for a premises licence upon the completion of the work. Under s32 of Act, where the new premises is substantially the same as premises described for the provisional statement, and the work has been satisfactorily completed, representations in respect of the application for the premises licence are excluded. However, representations may be made against the premises licence where there has been a material change in circumstances relating to the premises or to the area in the vicinity of those premises since the provisional statement was made, and where the relevant person making the representation had a reasonable excuse for failing to make a representation about the provisional licence (s32(2) of the Act).

### **Responsible authority**

Responsible authorities are mainly public bodies that under the terms of the Act must be fully notified of applications and are entitled to make representations to the Licensing Authority in relation to the application for the grant, variation or review of a premises licence or club premises certificate or for the issue of a provisional statement.

In summary, s13(4) and 69(4) of the Act defines “responsible authorities” to mean:

- chief officer of police;
- fire authority;
- enforcing authority within meaning Health and safety at Work etc. Act 1974;
- local planning authority;
- local authority by which statutory functions are in relation to minimising or preventing the risk of pollution of the environment or of harm to human health;
- a body which represents matters relating to the protection of children;
- Licensing Authority;
- *vessel only* - navigation authority, Environment Agency, British Waterways Board, Secretary of State.

### **Relevant offence**

Section 113(1) of the Act defines “relevant offence” to means an offence listed in Schedule 4.

### **Relevant representation**

This is defined in s18(6) of the Act. A “relevant representation” includes a representation which is about the likely effect of the grant of the premises licence on the promotion of the licensing objective. It is for the Licensing Authority to determine on its merits whether any representation by an interested party is frivolous or vexatious.

# APPENDICES

## APPENDIX A

### CONSULTATION

1. The Licensing Authority has consulted in accordance with the Act. Section 5(3) of the Act requires the Licensing Authority to consult the following parties:

- the chief officer of police for the area;

- the fire officer for the area;
- persons / bodies representative of businesses and residents in its area.

2. In accordance with paragraph 29 of Part 4 of Schedule 8 to the Act, the Licensing Authority has consulted with bodies representative of current licence holders before publishing its first policy. Current licence holders include those holding:

- justices' licences (off and on licences);
- canteen licences issues under the Licensing Act 1964;
- registered club licences issued under the Licensing Act 1964;
- licences issued under Schedule 12 of the London Government Act 1963 (licensing of public entertainment);
- licences issued under the Private Places of Entertainment (Licensing) Act 1967;
- licences issues under the Theatres Act 1968;
- licences issued under the Late Night Refreshment Houses Act 1969;
- licences issued under section 1 of the Cinemas Act 1985;
- licences issued under Part 2 of the London Local Authorities Act 1990 (night café licensing).

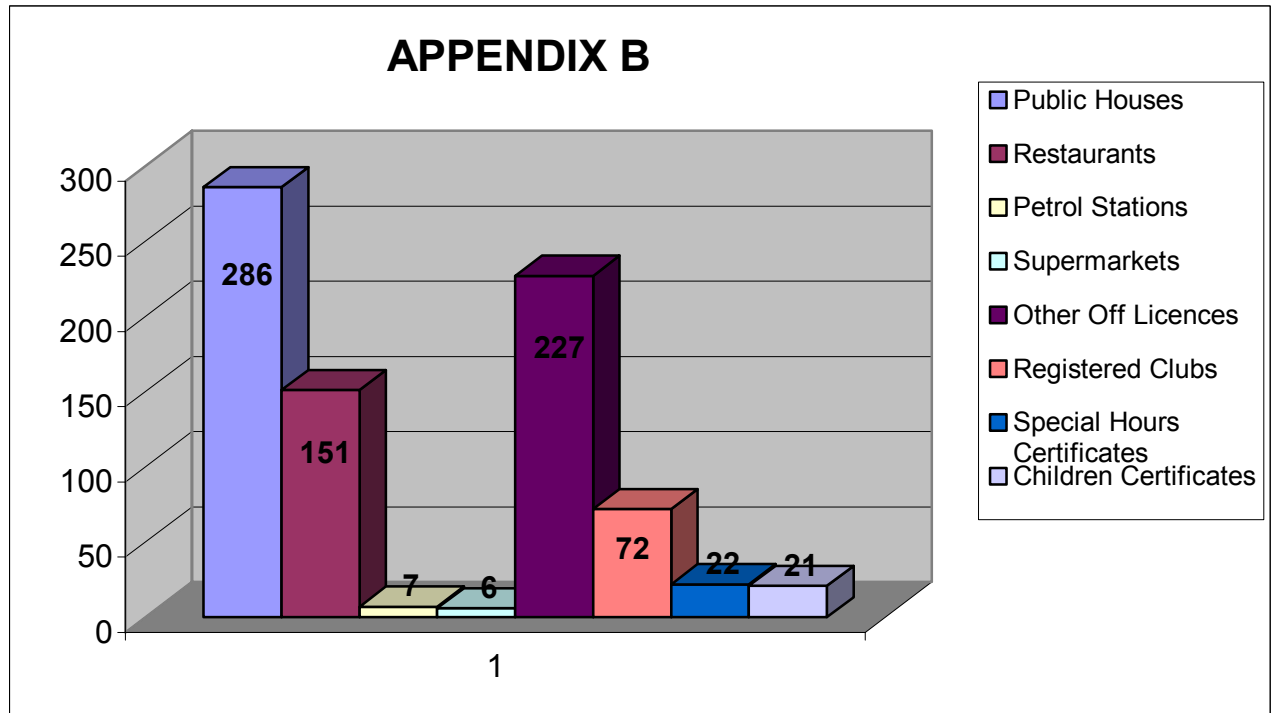
3. The views of the persons / bodies listed above, together with other persons / bodies beyond those required under the Act, have been given appropriate weight when determining this policy.

4. Over 800 copies of the consultation draft policy were distributed.

5. A Licensing Surgery was held with members of the public to discuss the consultation draft policy.

## APPENDIX B

### NUMBER OF LICENCES IN THE BOROUGH – JUNE 2004



- Statistics obtained from DCMS Statistical Bulletin – Liquor Licensing – England and Wales, July 2003 – June 2004

## APPENDIX C

### PART 2 OF SCHEDULE 1 OF THE ACT – EXEMPTIONS

#### ***Film exhibitions for the purposes of advertisement, information, education, etc.***

5 The provision of entertainment consisting of the exhibition of a film is not to be regarded as the provision of regulated entertainment for the purposes of this Act if its sole or main purpose is to-

- (a) demonstrate any product,
- (b) advertise any goods or services, or
- (c) provide information, education or instruction.

#### ***Film exhibitions: museums and art galleries***

6 The provision of entertainment consisting of the exhibition of a film is not to be regarded as the provision of regulated entertainment for the purposes of this Act if it consists of or forms part of an exhibit put on show for any purposes of a museum or art gallery.

#### ***Music incidental to certain other activities***

7 The provision of entertainment consisting of the performance of live music or the playing of recorded music is not to be regarded as the provision of regulated entertainment for the purposes of this Act to the extent that it is incidental to some other activity which is not itself-

- (a) a description of entertainment falling within paragraph 2, or
- (b) the provision of entertainment facilities.

#### ***Use of television or radio receivers***

8 The provision of any entertainment or entertainment facilities is not to be regarded as the provision of regulated entertainment for the purposes of this Act to the extent that it consists of the simultaneous reception and playing of a programme included in a programme service within the meaning of the Broadcasting Act 1990 (c. 42).

#### ***Religious services, places of worship etc.***

9 The provision of any entertainment or entertainment facilities-

- (a) for the purposes of, or for purposes incidental to, a religious meeting or service, or
- (b) at a place of public religious worship,

is not to be regarded as the provision of regulated entertainment for the purposes of this Act.

#### ***Garden fêtes, etc.***

10 (1) The provision of any entertainment or entertainment facilities at a garden fête, or at a function or event of a similar character, is not to be regarded as the provision of regulated entertainment for the purposes of this Act.

(2) But sub-paragraph (1) does not apply if the fête, function or event is promoted with a view to applying the whole or part of its proceeds for purposes of private gain.

(3) In sub-paragraph (2) "private gain", in relation to the proceeds of a fête, function or event, is to be construed in accordance with section 22 of the Lotteries and Amusements Act 1976 (c. 32).

#### ***Morris dancing etc.***

11 The provision of any entertainment or entertainment facilities is not to be regarded as the provision of regulated entertainment for the purposes of this Act to the extent that it consists of the provision of-

- (a) a performance of morris dancing or any dancing of a similar nature or a performance of unamplified, live music as an integral part of such a performance, or
- (b) facilities for enabling persons to take part in entertainment of a description falling within paragraph (a).

#### ***Vehicles in motion***

12 The provision of any entertainment or entertainment facilities-

- (a) on premises consisting of or forming part of a vehicle, and
- (b) at a time when the vehicle is not permanently or temporarily parked,

is not to be regarded as the provision of regulated entertainment for the purposes of this Act.

## APPENDIX D

### TABLE OF DELEGATION OF LICENSING FUNCTION

<b>Matter to be dealt with</b>	<b>Full Committee</b>	<b>Sub-Committee</b>	<b>Officers</b>
Application for personal licence		If a police objection	If no objection made
Application for personal licence with unspent Convictions		All cases	
Application for premises licence/club premises Certificate		If a relevant representation made	If no relevant representation made
Application for provisional statement		If a relevant representation made	If no relevant representation made
Application to vary premises licence/club registration certificate		If a relevant representation made	If no relevant representation made
Application to vary designated premises supervisor		If a police objection	All other cases
Request to be removed as designated premises supervisor			All cases
Application for transfer of premises licence		If a police objection	All other cases
Application for interim authorities		If a police objection	All other cases
Application to review premises licence/club premises certificate		All cases	
Decision on whether a complaint is irrelevant, frivolous, vexatious, etc			All cases – Officers may consult with the Chairman or Vice-Chairman at their discretion.
Decision to object when local authority is a consultee and not the relevant authority considering the application		All cases	
Determination of a police objection to a temporary event notice		All cases	
Application for amusement with Prizes machines		If a police or relevant representation from a ward councillor	If no relevant objection (officers have the discretion to submit the application to the sub-committee)

## APPENDIX E

### FILM CLASSIFICATION

<b>Classification</b>	<b>Abbreviation</b>	<b>Explanation</b>
<i>Universal</i>	U	Suitable for all
<i>Parental Guidance</i>	PG	Some scenes may be unsuitable for young children
<i>12A</i>		Passed only for viewing by persons aged 12 years or older or younger persons accompanied by an adult
<i>15</i>		Passed only for viewing by persons aged 15 years and over
<i>18</i>		Passed only for viewing by persons aged 18 years and over
<i>Restricted 18</i>		Passed only for viewing by persons aged 18 years or over who are members of a properly constituted club or their guests aged 18 or over

## APPENDIX F

### LEGISLATION / CONVENTION

<b>Act</b>		<b>Summary</b>
<i>Crime and Disorder Act 1998</i>	Section 17	The Licensing Authority must have due regard to the likely effect of the exercise of its functions on crime and disorder; and the need to do all that it reasonably can to prevent crime and disorder.
<i>European Convention on Human Rights</i>	Article 6	Everyone is entitled to a fair and public hearing within a reasonable time by an independent and impartial tribunal established by law.
	Article 8	Everyone has the right to respect for his private and family life, his home and his correspondence.
	Article 14	Rights and freedom without discrimination on any ground such as sex, race, colour, language, religion, political or other opinion, national or social origin, association with a national minority, property, birth or other status.
<i>Protocol to the Convention for the Protection of Human Rights and Fundamental Freedoms</i>	Article 1	Every natural or legal person is entitled to the peaceful enjoyment of his possessions. No one shall be deprived of his possessions except in the public interest and subject to the conditions provided for by law and by the general principles of international law.
<i>Race Relations Act 1976</i>	Section 71	The Licensing Authority must have due regard to the need (a) to eliminate unlawful racial discrimination; and (b) to promote equality of opportunity and good relations between persons of different racial groups.
<i>Disability Discrimination Act 1995</i>		This Act introduced measures to tackle discrimination encountered by disabled people in certain areas including employment, and access to goods, facilities and services. The Licensing Authority should have particular regard to the likely impact of licensing on disability discrimination when considering the operation and management of all proposed licence applications, renewals and variations of conditions.

## APPENDIX G

### STRATEGIES

Strategy	Summary
<i>The Pride of Richmond upon Thames: A Cultural Strategy for the London Borough of Richmond upon Thames</i>	<p>Objectives are:</p> <ul style="list-style-type: none"> <li>• To encourage, promote and celebrate the scope and variety of culture in the borough;</li> <li>• To improve access to and, enjoyment of, cultural activities;</li> <li>• To support and encourage excellent and individual performance in cultural activities and events;</li> <li>• To improve the standard and quality of cultural activities, facilities and heritage in Richmond.</li> </ul>
<i>Community Plan 2003-2006</i>	<p>The London Borough of Richmond upon Thames Community Plan sets out the long term vision for the borough and the short, medium and long term targets that will help to achieve that vision. The Council and its partners want Richmond upon Thames to be a borough where people:</p> <ol style="list-style-type: none"> <li>(1) Take pride in the borough;</li> <li>(2) Feel safe;</li> <li>(3) Live in a clean and pleasant environment;</li> <li>(4) Enjoy good quality well managed services that are value for money.</li> </ol> <p>The key aims that will help us achieve this vision are:</p> <ol style="list-style-type: none"> <li>(1) Investing in education, arts and leisure;</li> <li>(2) Investing in the environment and encouraging civic pride;</li> <li>(3) Improving social care, housing and the health of the most vulnerable;</li> <li>(4) Combating crime;</li> <li>(5) Managing our resources within our budgets to provide good quality services.</li> </ol>
<i>Unitary Development Plan / Local Development Framework</i>	<p>The plan sets out the Council's proposals for the development and other use of land including measures for improvement of the physical environment, and conservation of natural beauty and amenity of land, and the management of traffic.</p>
<i>Local Agenda 21 (LA21) Strategy</i>	<p>A strategy for sustainable living in Richmond upon Thames produced by the borough's community. It explores the notion of "living within the community's means" for the good of ecology, future generations, underdeveloped countries, and the community generally.</p>
<i>The Borough Transport Strategy – A Clear Road Ahead</i>	<p>The 'Clear Road Ahead' sets out a proposed borough transport strategy that reflects local priorities for both residents and businesses. There are five objectives:</p> <ol style="list-style-type: none"> <li>(1) Clear Road Ahead (dealing with congestion hot spots; prevention of congestion; easing congestion);</li> <li>(2) Safety first (road safety plan and monitoring; road safety education training and publicity; road safety engineering;</li> </ol>

	<p>community safety, security and partnerships);</p> <p>(3) Civic pride (improvements to residential town centres and areas around interchanges; review of signage, lining and street furniture; regular maintenance and crossovers; parking regulation and environment);</p> <p>(4) Free transport choice (safer routes to school; promotional publicity; public transport; local strategic partnerships; strategic routing; walking and cycling);</p> <p>(5) Planning for the future (UDP revisions and review; compliance with car parking standards; seeking planning advantages; undertaking transport assessments; developing travel plans).</p>
<i>Anti-social Behaviour Strategy</i>	<p>There are five objectives:</p> <p>(1) To accurately monitor different forms of anti-social behaviour in the borough;</p> <p>(2) To reduce the number of incidents of alcohol induced anti-social behaviour;</p> <p>(3) To combat graffiti within the borough;</p> <p>(4) To provide a proactive response to the anti-social behavioural incidents in the borough's town centres;</p> <p>(5) To identify individual anti-social behaviour offenders within residential areas and curb their behaviour.</p>
<i>Community Safety Strategy 2002-2005</i>	<p>The London Borough of Richmond upon Thames Community Safety Partnership is a multi-agency partnership, which aims to prevent and reduce crime and disorder within the borough. The priorities for 2002-2005 are:</p> <p>(1) To prevent and reduce youth offending;</p> <p>(2) To make Richmond upon Thames the safest borough in London;</p> <p>(3) To improve our response to victims of crime;</p> <p>(4) To tackle anti-social behaviour;</p> <p>(5) To raise the performance of the Community Safety Partnership in preventing and reducing crime and disorder.</p>
<i>Community Safety Partnership Publicity Strategy 2004-2005</i>	<p>Key aims are:</p> <p>(1) To raise the profile of the Community Safety Partnership and its sub-group through publicising their work through a multi-media approach;</p> <p>(2) To reduce the fear of crime and increase feelings of public safety;</p> <p>(3) To increase the availability of information on the CSP and its sub-groups and community safety and substance misuse issues including in the six objectives of the Community Safety and Drug Action Plans.</p>
<i>Alcohol Harm Reduction Strategy for England</i>	<p>This report sets out the Government's strategy for tackling the harms and costs of alcohol misuse in England. The aim of this strategy is to prevent any further increase in alcohol-related harm in England. It identifies binge-drinkers and chronic drinkers as patterns of drinking that are particularly likely to raise the risk of harm. The strategy relies on creating a partnership at both national and local levels between government, the drinks industry, health and police services, and individuals and communities to tackle alcohol misuse.</p>
<i>Safer Clubbing</i>	<p>The Government has produced guidance in order to improve safety to all club goers, particularly with drug use and clubbing. The licensing regime is expected to use a range of conditions to control</p>

	<p>the environment at club premises. Where the licensing regime can impact on factors which increase the risk of safety to those taking drugs, authorities are expected to take a leading role in addressing these matters through partnering arrangements with the police, club owners and local drug agencies.</p>
<p><i>Open Spaces Strategy/Open Spaces Strategy Action Plan 2004</i></p>	<p>The Council's vision for Richmond upon Thames open spaces is "to provide access to an exciting range of open space experiences for all." It is underpinned by 10 key Principles to which the Council is committed:</p> <p><i>Stewardship</i></p> <ol style="list-style-type: none"> <li>1. Protect visual and physical access to open land</li> <li>2. Protect, enhance and promote the characteristic features of the Borough particularly the riverside, historic landscapes and features</li> <li>3. Improve and maintain infrastructure</li> </ol> <p><i>Management and Use</i></p> <ol style="list-style-type: none"> <li>4. Plan to provide for the needs of the community and visitors</li> <li>5. Make the best use of public and private resources and maximise external funding</li> <li>6. Work in partnership with the community and other local landscape agencies</li> <li>7. Promote the use of open land for all</li> <li>8. Reduce the fear of crime by providing healthy, safe environments and promoting activity</li> </ol> <p><i>Environmental Protection</i></p> <ol style="list-style-type: none"> <li>9. Maintain and enhance the Borough's biodiversity</li> <li>10. Providing high quality, sustainably-managed open spaces.</li> </ol>