

## LICENSING SUB-COMMITTEE

### Additional Papers – Quick Commerce

**Date:** Tuesday 20 July 2021

**Time:** 7.00 pm

**Venue:** Microsoft Teams – please click [here](#)

Copies of agendas, reports, minutes and other attachments for the Council's meetings are available on the Lambeth website. [www.lambeth.gov.uk/moderngov](http://www.lambeth.gov.uk/moderngov)

### Members of the Committee

Councillor Fred Cowell, Councillor Martin Tiedemann, Councillor Linda Bray, Councillor Emma Nye, Councillor Irfan Mohammed, Councillor Rezina Chowdhury, Councillor Ibrahim Dogus, Deputy Mayor, Councillor Pauline George, Councillor Becca Thackray and Councillor Philip Normal

### Substitute Members

Councillor Joshua Lindsey, Councillor John Kazantzis, Councillor Jennie Mosley, Councillor Matthew Bennett, Councillor Andy Wilson, Councillor Danial Adilypour, Councillor Donatus Anyanwu, Councillor Claire Holland, Councillor Jon Davies, Councillor Liz Atkins, Councillor Marcia Cameron, Councillor Timothy Windle, Councillor Stephen Donnelly and Councillor Clair Wilcox

Members Required for this meeting will be: **Councillor Fred Cowell, Councillor Martin Tiedemann, Councillor Pauline George**

### Further Information

If you require any further information or have any queries please contact:  
Nazyer Choudhury, Telephone: 020 7926 0028; Email: [nchoudhury@lambeth.gov.uk](mailto:nchoudhury@lambeth.gov.uk)

### Queries on reports

Please contact report authors prior to the meeting if you have questions on the reports or wish to inspect the background documents used. The contact details of the report author are shown on the front page of each report.

How to access the meeting:

### **For Members of the Public**

This is a Microsoft Teams Live Event meeting. If you are new to Microsoft Teams, clicking the above link will take you to the meeting page where you will be prompted to download the app or watch on the web instead. Please follow the instructions to watch on the web. On doing so, you can join our live event anonymously.

### **For Members of the Committee**

Please refer to the joining instructions you have already received – do not use the link above.

### **Digital engagement**

We encourage people to use Social Media and we normally tweet from most Council meetings. To get involved you can tweet us @LBLDemocracy.

### **Audio/Visual Recording of meetings**

Everyone is welcome to record meetings of the Council and its Committees using whatever, non-disruptive, methods you think are suitable. If you have any questions about this please contact Democratic Services (members of the press please contact the Press Office). Please note that the Chair of the meeting has the discretion to halt any recording for a number of reasons including disruption caused by the filming or the nature of the business being conducted.

Persons making recordings are requested not to put undue restrictions on the material produced so that it can be reused and edited by all local people and organisations on a non-commercial basis.

### **Representation**

Ward Councillors may be contacted directly to represent your views to the Council: (details via the website [www.lambeth.gov.uk](http://www.lambeth.gov.uk))

## AGENDA

PLEASE NOTE THAT THE ORDER OF THE AGENDA MAY BE CHANGED AT THE MEETING.

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## HEARING PROCEDURE FOR LICENSING SUB-COMMITTEE

Full information on the procedure is sent to all parties to the hearing. The information below is a précis of that information.

Parties to the hearing must notify Licensing Services within prescribed timescales (these vary according to the type of hearing) that they intend to attend and/or be represented at the hearing, and whether any witnesses will be attending on their behalf.

The hearing will operate as follows (subject to the discretion of the Chair):

- In the form of a discussion led by the Committee; cross examination will not normally be permitted;
- A total of three minutes speaking time is normally allowed for each party. Any preliminary points will be treated separately;
- Where there is more than one representation raising the same or similar grounds, those parties should consider nominating a single representative to address the Sub-Committee on their behalf at the hearing;
- Parties to the hearing may be permitted to ask questions of any other party or witness;
- Parties to the hearing may be required to answer specific questions from members of the Sub-Committee seeking clarification of information; and,
- The typical order of the hearing will be as follows:
  1. The Chair will ask all parties and witnesses to introduce themselves and this should include a brief explanation of the purpose of their attendance.
  2. Officers present the report.
  3. Committee members ask questions of officers.
  4. The Applicant speaks.
  5. The Applicant's witnesses speak (with permission of Chair).
  6. Committee members ask questions of applicants and their witnesses (only applies to witnesses who have been given permission to speak).
  7. Other parties speak.
  8. Other parties' witnesses speak (with permission of Chair).
  9. Committee members ask questions of the other parties to the hearing and their witnesses (only applies to witnesses who have been given permission to speak).
  10. The Applicant (with exception and with permission of Chair) asks questions of the other parties to the hearing and their witnesses.
  11. Other parties to the hearing (with exception and with permission of Chair) ask questions of the applicant/other parties to the hearing and their witnesses.
  12. The Chair's closing remarks.
  13. The Committee retires to make their decision.
  14. Legal adviser informs the hearing of any advice that they have given to the Committee during the decision-making process.
  15. The Committee announces the decision and gives reasons.
  16. After the hearing officers will write to all parties to confirm the Committee's decision.

**From:** Robert Botkai <>  
**Sent:** 14 July 2021 16:01  
**To:** Ola Owojori <[OOwojori@lambeth.gov.uk](mailto:OOwojori@lambeth.gov.uk)>  
**Cc:** Constable Mike >; Pam Riley <; Andrew Sanders <>; Sarah G Williams <  
**Subject:** RE: Brixton FW: 21/00145/PRMNEW - Quick Commerce Ltd, Unit B, 1-5 Hinton Road, Brixton, SE24 OHJ

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Ola

I am aware that conditions have not been agreed as yet. I am asking that we agree the same conditions (subject to the very minor change highlighted) that we agreed on Hercules Road. The operation is the same and Pam was the licensing officer in that case too so I would hope that the same conditions can be agreed. Otherwise we will have the same discussions about the conditions which were not agreed on Hercules Road. I am trying to save everyone some time.

Kind regards

Robert

**From:** Ola Owojori <[OOwojori@lambeth.gov.uk](mailto:OOwojori@lambeth.gov.uk)>  
**Sent:** 14 July 2021 15:48  
**To:** Robert  
**Cc:** Constable Mike <[PRiley@lambeth.gov.uk](mailto:PRiley@lambeth.gov.uk)>; [sgwilliams@lambeth.gov.uk](mailto:sgwilliams@lambeth.gov.uk)>  
**Subject:** FW: Brixton FW: 21/00145/PRMNEW - Quick Commerce Ltd, Unit B, 1-5 Hinton Road, Brixton, SE24 OHJ

**This message originated outside Winckworth Sherwood**

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Dear Robert,

Further to your response, the conditions below have not been agreed from those proposed in the representation from Pam Riley and can you provide the contact telephone number where we can contact individual(s) attending the hearing in the event of technical difficulties logging into the virtual hearing.

Regards

Ola Owojori  
Licensing Officer  
London Borough of Lambeth  
Public Protection & Regulatory Services  
London SW2 1EG  
**Phone:** 020 7926 1649  
**Mobile:** 077 1240 2152  
**Email:** [OOwojori@lambeth.gov.uk](mailto:OOwojori@lambeth.gov.uk)  
<http://www.lambeth.gov.uk/licensing/>

**Items by post should be sent to:**  
London Borough of Lambeth, Community Safety, PO Box 734, Winchester SO23 5DG

**Items for courier or hand delivery should be delivered to:**

London Borough of Lambeth, Community Safety, Civic Centre, 6 Brixton Hill, LONDON, SW2 1EG

1. .
2. "
3. .
4. The details shall be shown on the printout receipt dispatched with the order. All delivery drivers and riders must allow any Police Constable or Local Authority Officer to inspect any alcohol or order details on request
5. .
6. A signature at the point of delivery must be obtained from a person above the age of 18 with appropriate age verification identification. No delivery shall be left without a signature. In the exceptional circumstances that a signature cannot be obtain, then the name and date of birth of the person receiving the delivery shall be obtained.
7. Drivers must be instructed to abort delivery where that sale is believed to be a "street sale". All such instances will be recorded in the refusals/incidents log.
8. Vehicles used for delivery should not be left idle outside the premises to ensure residents in the locality are not disturbed.
9. .
- 10.
- 11.
- 12.
- 13.
14. .
15. .
16. Between the hours of 1800 and 2300 riders will be permitted to collect orders and deliver on foot, by pedal bike, electric bike (or other electric vehicle) only.
17. Delivery of alcohol will be refused whereby the driver considers the person receiving the delivery to be under the influence of alcohol or drugs.
18. .
19. Delivery drivers shall conduct the delivery in a manner that will not cause a noise disturbance to the occupiers of any residential properties surrounding the delivery address. This includes the avoidance of slamming doors, playing loud music, shouting, overrevving engines and sounding horns to signal their arrival
20. The company website/app will request confirmation of age on order booking, when an order for alcohol is made
21. .
22. .
23. A log shall be kept at the premises to record all refused sales of alcohol for the reasons that the person(s) is/are or appear(s) to be under 18 years of age. The log shall record the date and time of the refusal and the name of the member of staff who refused the sale. The log will be available on request by the police or an authorised officer of the Council. The log shall be checked on a regular basis by the DPS to ensure that is being used by the staff and each check shall be recorded in the log.
24. Staff members packaging the order will make delivery staff aware that the order contains age restricted products Any relevant software used will provide an automated pop up to notify the driver.
25. .
- 26.
- 27.

**From:** Robert Botkai <>

**Sent:** 14 July 2021 13:14

**To:** Pam Riley < >

**Cc:**

**Subject:** Brixton FW: 21/00145/PRMNEW - Quick Commerce Ltd, Unit B, 1-5 Hinton Road, Brixton, SE24 0HJ

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Pam

I hope you are keeping well?

We have the hearing on Tuesday for the above. You will recall we negotiated conditions on Hercules Road for the same client.

It would be helpful if we could agree the attached conditions for the Brixton site. These are the same as for Hercules Road save for the hours and I have amended condition 14 to allow for digital payments.

I should be grateful if you will agree these conditions hopefully the police will do likewise. We then narrow the issue to the times of day that delivery of alcohol may take place.

Kind regards

Robert

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## Quick Commerce Conditions

### Proposed for Hinton Road as per Hercules Road 14 July 2021

1. The sale of alcohol from the premises shall be for delivery only by a delivery rider.
2. The premises shall install and maintain a comprehensive CCTV system. All entry and exit points must be covered enabling frontal identification of every person entering in a light condition. The CCTV system shall continually record whilst the premises are open. All recordings shall be stored for a minimum period of 31 days with date and time stamping. Viewing of recordings shall be made available immediately upon the request of Police or authorised officer of Lambeth Council.
3. Subject to Data Protection guidance and legislation, the management of the premises will ensure that key staff are fully trained in the operation of the CCTV and will be able to download selected footage onto a disk/USB Stick for the Police or authorised officers of the Local Authority or UK Border Agency without difficulty, delay or charge.
4. A staff member from the premises who is conversant with the operation of the CCTV system must be able to provide a Police or authorised council officer copies of recent CCTV images or data with the absolute minimum of delay when requested and within a maximum of 24 hours of the initial request.
5. Any CCTV breakdown or system failure will be notified to the Police and Local Authority immediately & remedied as soon as practicable. Repair records / invoices shall be kept electronically for at least 12 months and be readily available to be viewed by all authorised persons upon request.
6. The precise positions of the cameras may be agreed, subject to compliance with Data Protection legislation, with the police.
7. Notices shall be prominently displayed within the premises stating that CCTV is in operation.
8. The CCTV system will be maintained and fully operational throughout the hours that the premises are open for any licensable activity.
9. An incident log shall be kept at the premises and made available on request to an authorised officer of the Lambeth Council or the Police. It must be completed within 24 hours of the incident and will record the following:
  - a) all crimes reported to the venue
  - b) any complaints received concerning crime and disorder
  - c) any incidents of disorder
  - d) any faults in the CCTV system, searching equipment or scanning equipment
  - e) any refusal of the sale of alcohol including date, time and name of staff member
  - f) any visit by a relevant authority or emergency service.

Such log shall be available to a Police Officer or Officer of Lambeth Council upon request.

10. Challenge 25 proof of age scheme shall be operated at the premises where the only acceptable forms of identification are recognised photographic identification cards, such as a driving licence, passport or proof of age card with the PASS Hologram.
  11. All staff including delivery drivers must be direct employees of the company and there shall be no third party delivery drivers.
  12. It will be the responsibility of the management that, any outside companies used for delivery must adhere to a strict "challenge 25" policy. It will be the responsibility of the management to keep up to date with that company's policy and to review any partnerships based on this policy.
  13. All staff engage in the sale or supply of alcohol shall be trained in the prevention of underage sales, drunkenness and proxy sales before being allowed to sell or supply any alcohol. Introduction training must be completed and documented prior to the delivery of the alcohol by the rider. Refresher /reinforcement training must be completed and documented at intervals of no more than six months. The training should be clearly documented and signed and dated by both the trainer and the member of staff receiving it. The documentation shall be available for inspection on request by an authorised officer of the Licensing Authority or a constable.
  14. All alcohol sale orders shall be made via an online platform for delivery only and must be paid for by debit or credit card or other mobile payment or digital wallet service
  15. For all orders taken over the phone or via the internet, customers should be informed of Challenge 25 and the requirement to have ID ready for inspection should the need arise before receipt of alcoholic beverages.
  16. Each delivery containing alcohol shall be labelled with the words "Age Restricted Product" or similar.
  17. Details of the order (including the type, amount of alcohol, name, and address of the customer) must be included with the order, and must be accessible to any Police Constable or Local Authority Officer inspecting the order Details of customer orders shall be retained for a period of 6 months.
  18. Website and all promotional materials should be designed and set out in a way which is consistent with the responsible retail of alcohol.
  19. All riders shall be trained to record refusals of sales of alcohol in a refusals log/register. The log/register will contain:
    - details of the time and date the refusal was made;
    - the identity of the rider refusing the sale;
    - details of the alcohol the person attempted to purchase.
- This log/register will be available for inspection by a police officer or other authorised officer on request.
20. The premises will operate as a delivery only business. The premises shall not be open to the public and will be used for the dispatch of alcohol only.

21. In all instances whereby a delivery is made, the person supplying age restricted goods must exercise the Challenge 25 Policy to the recipient whereby at the point of delivery, where the recipient is believed to be under the age of 25, appropriate age verification identification must be obtained from said person to prove they are above the age of 18.
22. All delivery orders shall be to a registered residential or business address. There shall be no deliveries to public/communal areas or open spaces.
23. Riders will only be permitted to collect orders and deliver by pedal bike or electric bike.
24. Riders will not be permitted to smoke in the immediate vicinity of the premises.
25. Riders will not be permitted to congregate in the immediate vicinity of the premises.
26. The licence holder shall ensure that its riders do not park vehicles on the highway pavement or in resident parking bays in the vicinity of the premises. This restriction does not apply to the paved area immediately outside of the premises.
27. Riders will be instructed not to loiter in the vicinity of residential premises.
28. No collections of waste or recycling materials (including bottles) from the premises shall take place between 22:00 hours and 08:00 hours on the following day.
29. No deliveries to the premises shall take place between 22:00 hours and 08:00 hours the following day. This restriction does not apply to the delivery of bread, milk, newspapers and magazine. The licence holder will use all reasonable endeavours to ensure that such deliveries between 22:00 and 08:00 are carried out with the minimum amount of noise so as not to disturb residential neighbours.
30. There shall be a dedicated area for delivery personnel to safely park their vehicle and collect the customer order.
31. All delivery riders shall receive training in age restricted sales:
  - a. Induction training must be completed and documented prior to the delivery of alcohol by the rider.
  - b. Refresher/reinforcement training must be completed and documented at intervals of no more than 6 months.
  - c. Training records will be available for inspection by a police officer or other authorised officer on request.
  - d. Training records will be electronically stored by the licence holder for a period of 12 months.
32. A Noise Management Policy shall be in place to ensure appropriate measures are in place to minimise noise and disturbance caused by the dispatch of deliveries and the deliveries themselves.
33. Prominent, clear and legible notices must be displayed at all exits requesting staff and couriers to respect the needs of local residents and to leave the premises and the area quietly.

34. A warning shall be displayed on the digital platform on which an order is placed informing customers that they must be aged 18 or over to make a purchase of alcohol and notifying customers that the rider will carry out age verification on delivery. The customer will be required to declare that he or she is aged 18 or over. If the rider is not satisfied that the customer is aged 18 or over any alcohol in the order will be withheld.

35. Members of the public will not have access to the premises at any time.