



Reference: RFI 1802032

North Tyneside Council

**Request:**

I would like to know if your council has given licenses to alcohol delivery services in your area and if so, how many, and what the conditions are. We would also like the names of the companies.

It would be good to know the present figures, and figures for the last two four years if possible.

**Response:**

There are two premises within North Tyneside who are permitted to deliver alcohol as part of the licensable activities.

There have been no other premises licensed for this purpose within the last 4 years.

**MK Minimarket, High Street West, Wallsend**

Mandatory Conditions on Licence in relation to sale of alcohol as well as the following:

1. A CCTV system shall be designed, installed and maintained in proper order to the satisfaction of the Licensing Authority and in consultation with Northumbria Police. such system shall:-
  - a. Ensure coverage of all entrances and exits to the licensed premises both internally and externally, the shop frontage and serving areas where alcohol is sold, and the side access to the premises on border road.
  - b. Ensure coverage of such other areas as may be required byf the licensing Authority and/or Northumbria Police
  - c. Provide continuous recording facilities for each camera to a good standard of clarity. Such records shall be retained (on disc or otherwise) for a period of 30 days and shall be supplied to the Licensing Authority, Police Representative or Trading Standards Officer on request.
  - d. Be in operation at all times the Premises are in use.
2. 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 25 years and who is seeking to purchase or obtain alcohol. Such credible evidence, which shall include a photograph of the customer, will either be a passport, photographic driving licence or proof of age card carrying a 'pass' logo.
3. No alcohol will be delivered to any person who appears to be under 25 years of age without "credible photographic proof of age evidence" being requested from that person. Such credible evidence will either be a passport, photographic driving licence of proof of age card carrying a 'pass' logo.
4. The premises will operate a pre-payment system for customers who have alcohol deliveries, this will be by credit, debit card, PayPal and cash.
5. A book detailing all challenges of customers as to their age, both in relation to sales at the Premises and the delivery of alcohol will be kept at the premises at all times and will be available for inspection on request, and removal if necessary by authorised officers of the

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North Tyneside Council

Reference: RFI 1802032

Licensing Authority (including Trading Standards officers) and representatives of Northumbria Police.

6. The book detailing challenges as to the age of the customers will be inspected by the designated premises supervisor on a weekly basis and a signed declaration made in the book each week by such persons declaring that the book has been duly inspected by him.
7. No alcohol will be delivered to any customer until details of the customer, including his/her address, the quantity, description and price of alcohol is entered into a register that will be kept at the premises at all times. This register will be available for inspection by authorised officers of the LA (including Trading Standards Officers) or representatives of Northumbria Police. The register can also be removed by such officers if deemed necessary.
8. All staff employed at the Premises will be given training on their duties and responsibilities under the licensing Act 2003 before they commence employment at the premises. Refresher training will be provided every 6 months.
9. Training records for every member of staff will be maintained and kept at the Premises and be made available for inspection by authorised officers of the LA (including Trading Standards Officers) and representatives of Northumbria Police and removal by such officers if deemed appropriate.
10. Driver of a delivery vehicle will have no business cash.
11. No member of the public will be permitted entry to the premises between 23:00 hours and 06:00 hours and the premises will be secured to ensure no such entry between these times.
12. All delivery vehicles will only use the side access to the premises on Border Road.
13. All delivery vehicles must be capable of being tracked by a GPS tracking system to the satisfaction of Northumbria Police.
14. All drivers used to deliver alcohol will be over 25 years of age.
15. All conditions must be capable of being complied with fully before the extension of hours is permitted.

### **Rai Stores, Forest Hall Road, Forest Hall**

Mandatory Conditions on Licence in relation to sale of alcohol as well as the following:

1. No alcohol will be delivered to any customer until details of the customer, including his/her name, address, quantity, description and price of the alcohol is entered into a register (electronic or otherwise) that will be kept at the Premises at all times. The register will be available for inspection and copying by authorised officers of the Licensing Authority or representatives of Northumbria Police immediately on request to see the register in accordance with the Data Protection Act 1998 (or any replacement legislation).

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## Reference: RFI 1802032

2. All persons responsible for the sale, supply or delivery of alcohol at or from the Premises will be given training on their duties and responsibilities under the Licensing Act 2003 (or any replacement legislation) before they commence employment at the Premises and refresher training will be provided every 6 months. This training will be provided by the Designated Premises Supervisor.
3. Training records for each person responsible for the sale, supply or delivery of alcohol at or from the Premises will be maintained and kept at the Premises at all times and be made available for inspection and copying by authorised officers of the Licensing Authority (including Trading Standards Officers) or representatives of Northumbria Police immediately on request to see the records.
4. All persons responsible for the sale, supply or delivery of alcohol at or from the Premises will seek credible photographic proof of age evidence from any person who appears to be under 25 years of age and who is seeking to purchase alcohol at the Premises or taking delivery of alcohol away from the Premises. Such credible evidence, which shall include a photograph of the customer, will either be a passport, photographic driving licence, proof of age card carrying a PASS logo and hologram or Her Majesty's Services Identity Card.
5. A register (or registers) (electronic or otherwise) of all refusals to sell alcohol must be kept at the Premises at all times. The register (or registers) must include the date and time of the challenge, a description of the customer, the name of the person who refused the sale and the reason for refusal. The register (or registers) will apply to all sales of alcohol from the Premises including the sale of alcohol resulting in the delivery of alcohol away from the Premises. The register (or registers) must be maintained and kept up to date. The register (or registers) will be made available for inspection and copying by authorised officers of the Licensing Authority (including Trading Standards Officers) or representatives of Northumbria Police immediately on request to see a register in accordance with the Data Protection Act 1998 (or replacement legislation). If the challenge is made as a result of a delivery to a customer, the address of the customer will be recorded in the register.
6. Any delivery of alcohol from the Premises must be to either a residential or commercial premises the address of which is duly recorded in the register referred to in condition 1. No delivery of alcohol will be made to an open area or public place such as parks, beaches, playing fields or any similar type of location.
7. All payments received by the Licence Holder or his staff for the purchase of alcohol from the Premises for delivery to customers at a location away from the Premises must be received in advance of the delivery to the customer by way of card payment or other electronic payment method only.
8. No exchange of cash will take place between the person delivering the alcohol and the customer at the time of delivery.
9. All customers seeking to purchase alcohol from the Premises and requesting the delivery of the alcohol at an address away from the premises will be informed that any person taking delivery of the alcohol who appears to be under the age of 25 years will be required to produce photographic evidence of the type set out in condition 4 above as to their age and



Reference: RFI 1802032

that without the production of such photographic evidence the delivery of the alcohol will not take place.

10. A CCTV system will be installed and maintained in proper working order and the Licence Holder must ensure that:-
  - a. CCTV cameras are located within the Premises to cover all public areas including all entrances and exits, both internally and externally, and in particular any exit from which alcohol leaves the Premises to be taken to delivery vehicles.
  - b. The CCTV system records clear images permitting the identification of individuals.
  - c. The CCTV system is able to capture a minimum of 4 frames per second and all recorded footage must be securely retained for a minimum of 28 days.
  - d. The CCTV system operates at all times that the Premises are being used for licensable activities.
  - e. The CCTV system is able to generate a constant and accurate time and date generation.
  - f. The CCTV system is fitted with security functions to prevent recordings being tampered with such as password protection.
  - g. There are persons at the Premises during operating hours able to provide viewable copies on request to authorised officers of the Licensing Authority (including Trading Standard Officers) or representatives of Northumbria Police as soon as is reasonably practicable in accordance with the Data Protection Act 1998 (or any replacement legislation).
11. Notices will be displayed at the Premises informing customers and staff that a CCTV system is in operation at the Premises. Such Notices will be displayed so as to be readily seen and read and must be a minimum of A5 in size.
12. A Global Positioning device will be fitted to all delivery vehicles used for the delivery of alcohol from the Premises and such a device will be in operation at all times that the vehicle is being used to deliver alcohol. A notice will be displayed on the delivery vehicles both internally and externally advising customers and drivers that the vehicle is fitted with a Global Positioning device.
13. All conditions must be capable of being met in full before the variation to the Licence takes affect.