



County Hall  
Cardiff  
CF10 4UW  
Tel: (029) 2087 2000

Neuadd y Sir  
Caerdydd  
CF10 4UW  
Ffôn: (029) 2087 2000

## AGENDA

Committee	LICENSING SUB COMMITTEE
Date and Time of Meeting	FRIDAY, 6 AUGUST 2021, 10.00 AM
Venue	REMOTE MEETING VIA MS TEAMS
Membership	Councillor Derbyshire (Chair) Councillors Bowen-Thomson and Sattar

### 1      **Declarations of Interest**

To be made at the start of the agenda item in question, in accordance with the Members' Code of Conduct.

### 2      **Application for the Grant of a Premises Licence- Corner Coffee, High Street** *(Pages 3 - 20)*

### 3      **Urgent Items (if any)**

**Davina Fiore**  
**Director Governance & Legal Services**

Date: Monday, 2 August 2021

Contact: Graham Porter,  
02920 873401, g.porter@cardiff.gov.uk

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CARDIFF COUNCIL  
CYNGOR CAERDYDD

Agenda Item CO.

LICENSING SUB-COMMITTEE: 6<sup>th</sup> August 2021

Report of the Head of Regulatory Services

Application for Premises Licence - Grant

Application No: 062732

Name of Premises: Corner Coffee, 13 High Street, Cardiff, CF10 1AX

Ward: Cathays

# 1. Application

1.1 An application for the Grant of a Premises Licence has been received from Corner Coffee Union Ltd in respect of Corner Coffee, 13 High Street, Cardiff, CF10 1AX.

1.2 The applicant has applied for the following:

(1) In respect of the following licensable activities:

(i) The sale by retail of alcohol for consumption on and off the premises.

(2) Description of Premises (as stated by applicant):

"We are a small coffee shop located in Cardiff City Centre. The coffee shop bar and sitting area are located on the Ground floor, which has a door into High Street Arcade, as well as a door onto High Street. We have a toilet, kitchen, and Staff Office in the Basement. We have 13 covers inside on the Ground floor, as well as 10 covers in High Street Arcade, and 22 outdoor covers at the front of the cafe, on High Street.

We have seen the development of our end of town as a destination for people to visit for a higher-end drink and meal out, enhanced by the likes of Pasture arriving. It has been great to see the area become such a hub, with a lovely buzz in the evenings as so many neighbouring bars are offering fantastic outdoor dining experiences. Our outdoor seating area gets the sun later than any other business on our street so this would be a great advantage, and we believe a quality alcohol offering would fit well with our brand, location, and customer base.

The alcohol selection would be limited but high quality - mainly local craft beers (cans and bottles only) and quality wines. We would like to allow patrons to consume these drinks on all covers mentioned above, as well as to take away".

(3) Unless otherwise indicated the premises may be open to the public during the following hours and for any hours consequential to the non-standard timings:

Monday and Tuesday: 09:00 to 17:00

Wednesday to Sunday: 09:00 to 23:00

(4) To provide licensable activities during the following hours:

(i) The sale by retail of alcohol for consumption on and off the premises:

Wednesday to Sunday: 15:00 to 23:00

1.3 A site map showing the premises and a plan of that premises can be found in **Appendix A**.

## **2. Promotion of Licensing Objectives**

2.1 The additional conditions proposed by the applicant to meet the licensing objectives are attached to the report and can be found in **Appendix B**.

## **3. Relevant Representations**

3.1 A representation has been received from South Wales Police. A copy of the representation along is attached as **Appendix C**.

3.2 A representation has been received from Licensing Enforcement. A copy of the representation along is attached as **Appendix D**.

## **4. Legal Considerations**

4.1 In respect of the application the decision must be taken following consideration of the representations received with a view to promoting the licensing objectives, which are:

Prevention of crime and disorder  
Public Safety  
Prevention of Public Nuisance  
Protection of Children from Harm

4.2 In each case the Sub-Committee may make the following determination

- a) To grant the application.
- b) To modify the conditions of the licence, by altering, omitting or adding to them, where relevant.
- c) Reject the whole or part of the application.

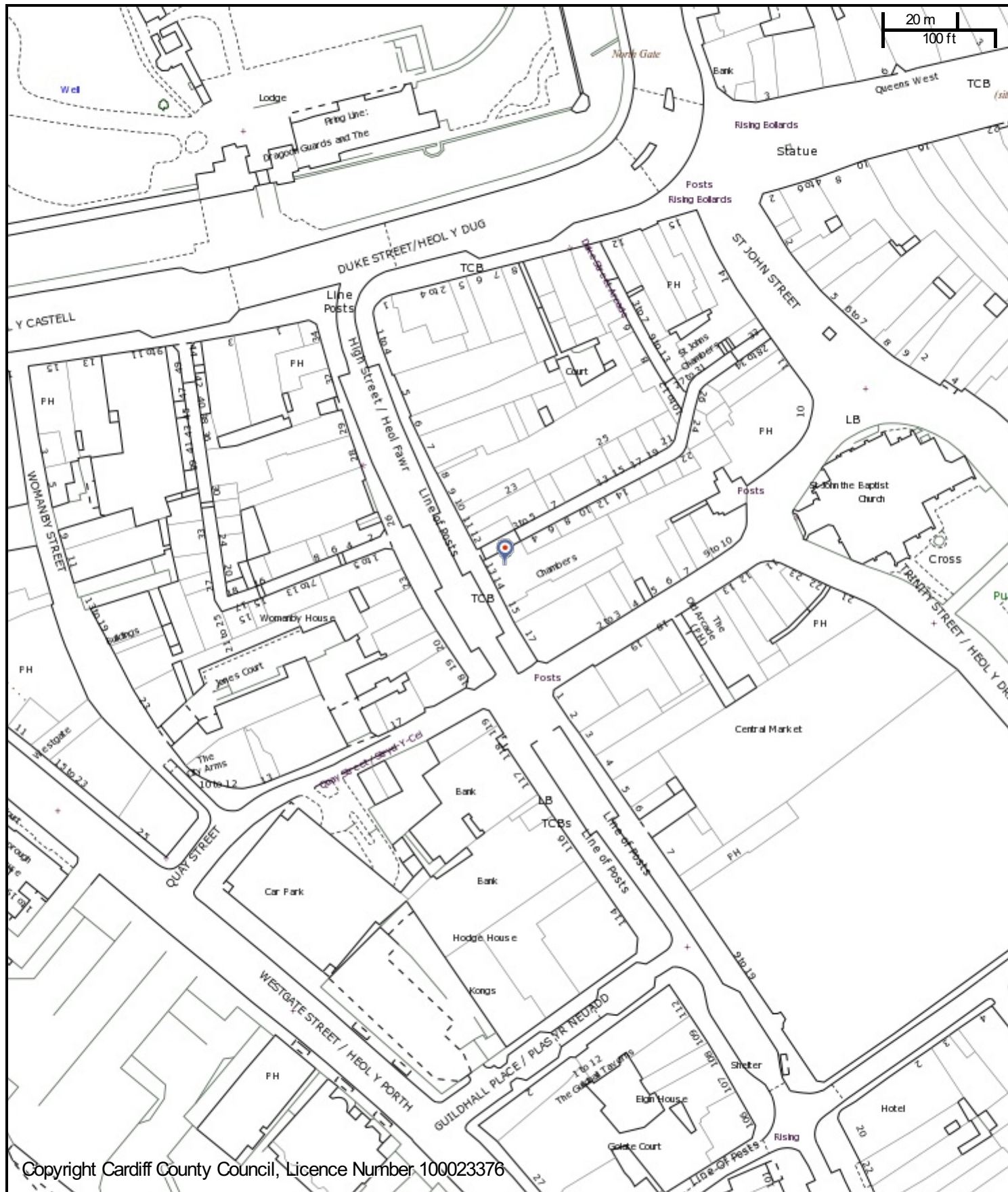
4.3 All decisions taken by the Sub-Committee must (a) be within the legal powers of the Council and its Committees; (b) comply with any procedural requirement imposed by law; (c) be undertaken in accordance with the procedural requirements imposed by the Council e.g. standing orders and financial regulations; (d) be fully and properly informed; (e) be properly motivated; (f) be taken having regard to the Council's fiduciary duty to its taxpayers; and (g) be reasonable and proper in all the circumstances.

## **5. Issues for Discussion**

5.1 The application should be determined and the appropriateness of any conditions on the licence needs to be discussed.

# **APPENDIX A**

## **Site Map & Plan**



CHIEF EXECUTIVE

Neuadd y Sir, Glanfa'r Iwerydd  
CAERDYDD CF10 4UW  
Tel: 029 20872088

County Hall, Atlantic Wharf  
CARDIFF CF10 4UW  
Tel: 029 20872087

**Cyngor Caerdydd**

**Cardiff Council**



**Title**

Scale: 1:1417

Date: 14/7/2021 at 7:52 AM

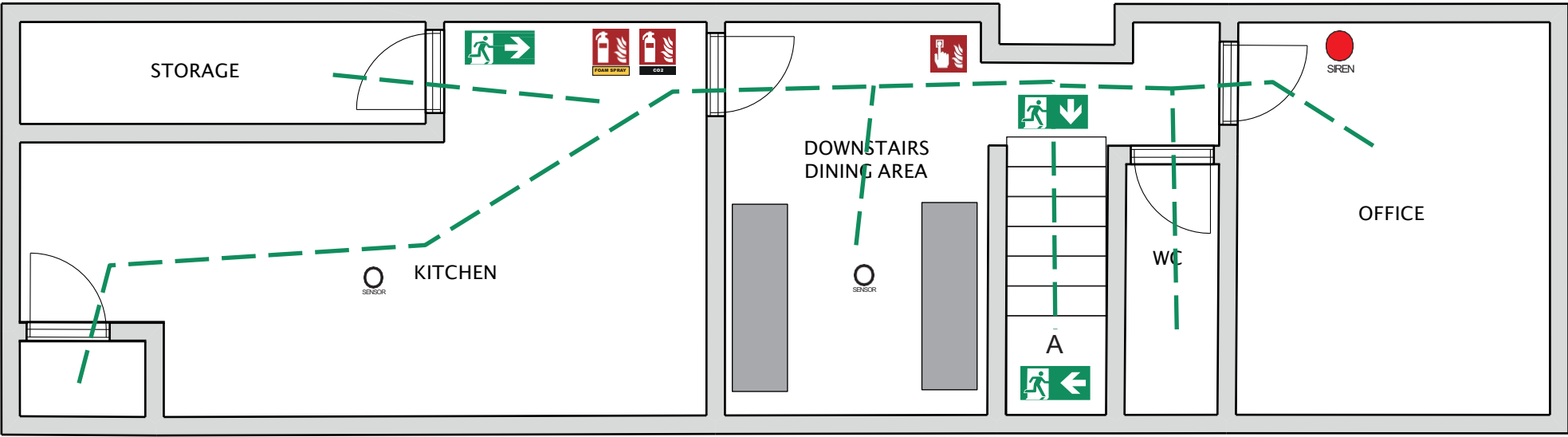
Coordinates:

© Crown copyright and database rights (2014).

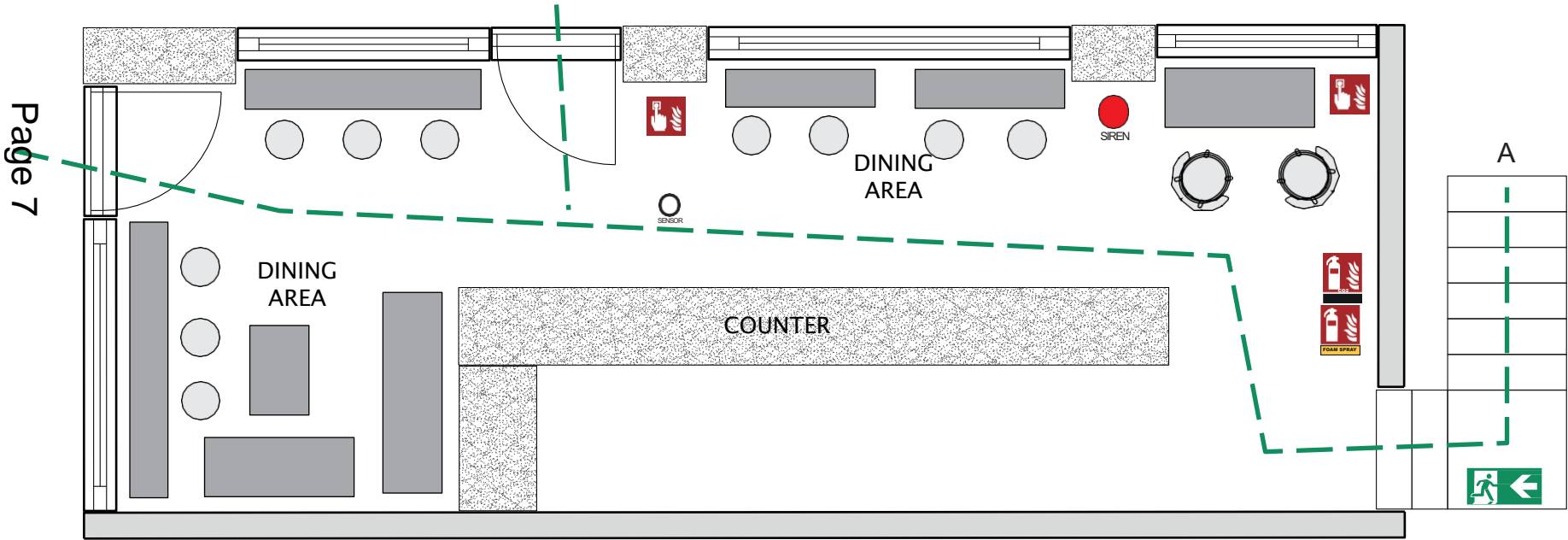
This copy is produced specifically to supply County Council information NO further copies may be made.

**Ordnance Survey 100023376 (2014).**

**BASEMENT**



**GROUND FLOOR**



**PROJECT** COFFEE CORNER - FIRE PLAN

**CLIENT** COFFEE CORNER

**ADDRESS** HIGH STREET ARCADE  
CARDIFF  
SOUTH WALES

**DATE** 13 NOV 2019

**REVISION** 13-11-19 - 001

**KEY**

**SAFE EVACUATION DIRECTION**



--- SAFE EVACUATION ROUTE



**ASSEMBLY POINT**



**FIRE ALARM CALL POINT**



**FIRE EXTINGUISHER - CO2 2KG**



**FIRE EXTINGUISHER - FOAM SPRAY 6 LITRE**



**CEILING SENSOR**



**ALARM SIREN**

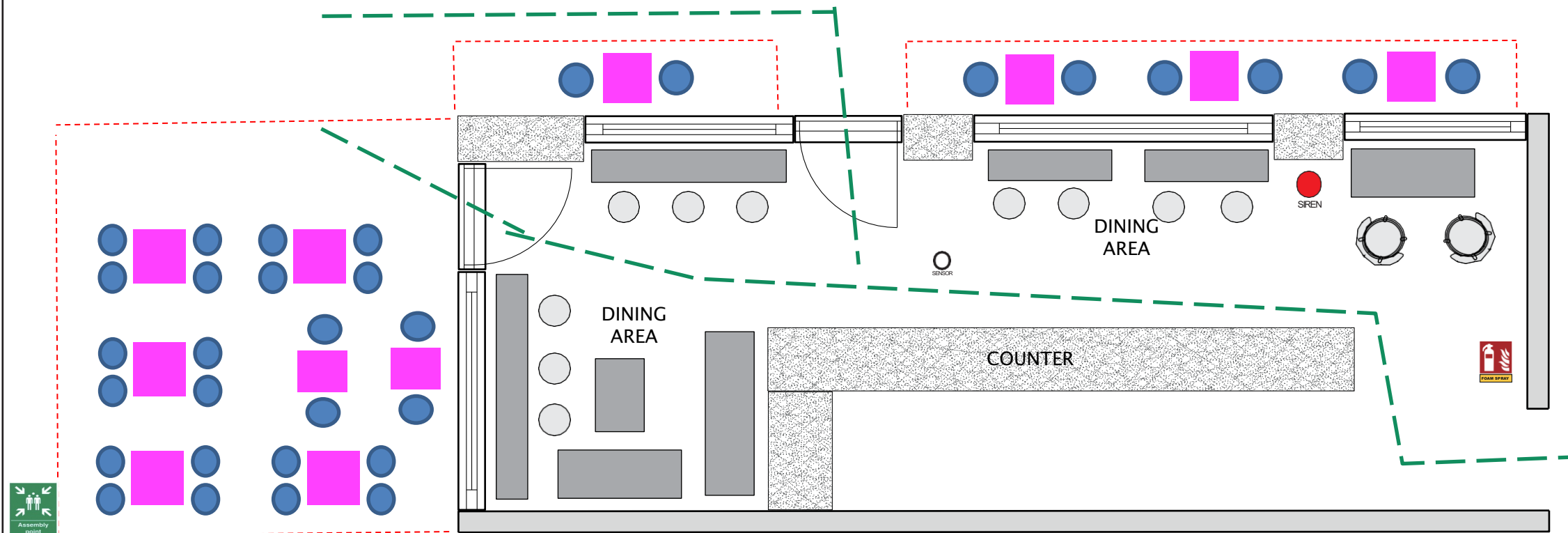
**PREPARED BY:** DAVID WATERS



18C Crosby Yard Industrial Estate  
Bridgend, South Wales. CF31 1JZ  
e. office @oraclerisk.co.uk



SITE PLAN



**PROJECT** COFFEE CORNER - FIRE PLAN

**CLIENT** COFFEE CORNER

**ADDRESS** HIGH STREET ARCADE  
CARDIFF  
SOUTH WALES

**DATE** 13 JUNE 2021

**REVISION** 13-06-21 - 002

**KEY**



**SAFE EVACUATION DIRECTION**



**SAFE EVACUATION ROUTE**



**ASSEMBLY POINT**



**FIRE ALARM CALL POINT**



**FIRE EXTINGUISHER - CO2 2KG**



**FIRE EXTINGUISHER - FOAM SPRAY 6 LITRE**



**CEILING SENSOR**



**ALARM SIREN**



**OUTDOOR SEATING BOUNDRY**

**PREPARED BY:** DAVID WATERS



18C Crosby Yard Industrial Estate  
Bridgend, South Wales. CF31 1JZ  
e. office @oraclerisk.co.uk



# **APPENDIX B**

## **Operating Schedule**

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

**a) General – all four licensing objectives (b, c, d and e)** (please read guidance note 10)

We are a small coffee shop, looking to extend our hours of trading into the evening. We wish to do this in the safest and most beneficial way to the City Centre's businesses, visitors and residents. We have built good relationships with many of the local bars and restaurants (as their daily coffee suppliers) so will quickly become a part of the close-knit network of evening hospitality businesses. We will consult with them, the police, fire dept and other authorities to effectively prevent crime and disorder within the City Centre.

Our staff will be on their guard at all times for children at risk, and be trained on effectively implementing our age verification policy. Our noise levels have been considered, appropriate signage will be displayed, CCTV will be in operation + we will adapt our operations when needed to maximise public safety. We wish to offer a relaxed environment for the numerous visitors that are now coming to our end of High Street for an evening out.

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

We have a 24hr CCTV system installed. This has been in place since October 2020, installed by One2C. There are 2 cameras, one covers the indoor cafe area and behind the bar, the other captures the main glass window at the front of the shop, including 3 outdoor tables we have on High Street. The surveillance can be played back in standard or HD quality, and the footage is kept for one month, stored and accessed through an app - Hik-Connect. There is a sign clearly displayed in the shop to advise guests they are being monitored by CCTV.

On days where there are large sporting events in the Principality stadium, we will use plastic glasses for those sitting outside to reduce the risk of smashed glass on the busy street.

**c) Public safety**

A Fire Risk Assessment was conducted by Dave Waters from Oracle Risk Management in Nov 2019. We are in the process of booking in an updated assessment with Dave.

There are two floors in the building. Basement & Kitchen 40sq metres. Ground floor 30sq metres. 240sq metres total area. The building consists of a coffee shop on the ground floor, and a kitchen + toilet area in the basement. The building has brick walls with a glass front to the facade onto the arcade. The ceiling to the first floor is of plasterboard construction with full height original ceiling. The areas on the ground floor have timber floors.

The primary usage is a coffee shop. Secondary usage - Kitchen and Office in basement.

There are mobility issues for disabled occupants as no disabled facilities are available in the basement.

#### **d) The prevention of public nuisance**

We have considered the impact of the licensable activity on the nuisance of noise for neighbouring businesses and residents. The location of our coffee shop sits within a newly developed 'hub' of hospitality businesses, of which I believe we are the only which don't serve alcohol. There is a fantastic 'buzz' which comes to life in the evenings, particularly at the weekend. Whilst we will inevitably add to this buzz staying open later in the evenings, we will close earlier than most of the restaurants/bars that surround us and don't feel that our proposed activities will create a nuisance of noise for either the businesses or residents that are nearby. Nevertheless, we will create signage at both exits to alert customers of the need to exit quietly with respect for local residents.

On days where there are large sporting events in the Principality Stadium, and we are therefore using plastic glasses for customers sitting outside, we will ensure there are dustbins available. These will be provided to encourage customers to dispose of the cups responsibly, rather than creating litter on the street.

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

All staff members will be trained on their responsibility to report any children they feel may be at risk to Cardiff Council's Children's Services.

During the times that licensable activities will occur at Corner Coffee children will be permitted, and suitable refreshments will be available for them at all times. All customer areas will be suitable for children, they will be able to use the toilet.

Children under 16 must be accompanied by an adult as the premises will be majorly used for the sale of alcohol. Evening customers may use language that requires parental guidance. Though the majority of our clientele will be sensitive if in the presence of children.

We will implement effective measures to ensure age restrictions are enforced. The proof of age scheme we will use shall be Challenge 21. Staff will be trained on the acceptable methods of age verification, Challenge 21 policy, and when/how to refuse sale of alcohol.

# **APPENDIX C**

## **South Wales Police Representation**

## Licensing (Licensing Regulatory) / Trwyddedu (Rheoleiddio Trwyddedu)

**From:**  
**Sent:** 30 June 2021 15:15  
**To:**  
**Cc:** Licensing (Licensing Regulatory) / Trwyddedu (Rheoleiddio Trwyddedu)  
**Subject:** Objection COFFEE CORNER  
**Attachments:** Objection COFFEE CORNER.docx

**\*\*\* Warning: This email contains a Microsoft Office (Word, Excel, PowerPoint) or Adobe PDF attachment. Although this email has been scanned for threats, please think before opening attachments from unrecognised senders.**

**Rhybudd: Mae'r e-bost hwn yn cynnwys atodiad Microsoft Office (Word, Excel, PowerPoint) neu PDF Adobe. Er bod yr e-bost hwn wedi'i sganio ar gyfer unrhyw fygythiadau, meddylwch cyn agor atodiadau gan anfonwyr nad ydych yn eu hadnabod. \*\*\***

**EXTERNAL:** This email originated from outside Cardiff Council, take care when clicking links.

**ALLANOL:** Daw'r e-bost hwn o'r tu allan i Gyngor Caerdydd, cymerwch ofal wrth glicio ar ddolenni.

Dear Laura,

As discussed please find attached the police objection to your application for a premises licence.

The signed original is available should you require it.

I can be contacted on email or tel .

Please note I will be uncontactable from 3<sup>rd</sup> July to 18<sup>th</sup> July but will periodically monitor my emails and phone.

Regards

Tony Bowley

### Ymateb nad yw'n Argyfwng\ Non-Emergency Response

Oes angen i chi siarad â'r heddlu ond nid oes angen ymateb brys arnoch? Gallwch roi gwybod am fater drwy ein gwefan [south-wales.police.uk](https://south-wales.police.uk), anfon neges breifat atom drwy gyfrif Facebook neu Twitter swyddogol Heddlu De Cymru, neu ffonio 101. Gallwch ddefnyddio 101 i roi gwybod am achosion nad ydynt yn rhai brys i unrhyw heddlu yng Nghymru a Lloegr. Mewn argyfwng, ffoniwch 999 bob amser.

Do you need to speak to the police but don't require an emergency response? You can make a report via our website [south-wales.police.uk](https://south-wales.police.uk), send us a private message via an official South Wales Police Facebook or Twitter account, or call 101. 101 can be used to report a non-emergency to any force in Wales and England. In an emergency always dial 999.

### Cymorth Iaith Gymraeg\Welsh Language Support

Mae Heddlu De Cymru yn croesawu derbyn gohebiaeth yn Gymraeg a Saesneg. Byddwn yn ateb gohebiaeth a dderbynnir yn Gymraeg yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi.

South Wales Police welcomes receiving correspondence in Welsh and English. Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding.

**URhS Caerdydd a'r Fro**

Gorsaf Heddlu Bae Caerdydd,  
Stryd James, Bae,  
Caerdydd CF10 5EW  
Teliffon: 01656 869211  
Mewn argyfwng ffoniwch **999**  
Fel arall, ffoniwch **101**

Gwefan: [www.heddlu-de-cymru.police.uk](http://www.heddlu-de-cymru.police.uk)

**Cardiff & Vale BCU**

Cardiff Bay Police Station,  
James Street, Cardiff Bay  
CF10 5EW  
Telephone: 01656 869211  
In an emergency always dial **999**  
for non-emergencies dial **101**

Website: [www.south-wales.police.uk](http://www.south-wales.police.uk)

**SWYDDOGOL – OFFICIAL**

29<sup>th</sup> June 2021

Corner Coffee,  
13 High Street,  
Cardiff  
CF10 1AX

**APPLICATION FOR A NEW PREMISES LICENCE UNDER THE  
LICENSING ACT 2003.**

**“COFFEE CORNER,” 13 HIGH STREET, CARDIFF CF10 1AX**

I have caused enquiries to be made into this application and make the following  
Representations.

South Wales Police object to the grant of this application under the Licensing  
Objectives of:

The prevention of crime and disorder,  
Public safety,  
The prevention of public nuisance.

**POLICE REPRESENTATION**

The premises sits within the Cardiff City Saturation Zone and so is subject to  
the Cumulative Impact Policy for Cardiff City Council 2016-2021.

South Wales Police object under Cardiff Councils Cumulative Impact Policy.

Mae Heddlu De Cymru yn croesawu derbyn gohebiaeth yn Gymraeg a Saesneg. Byddwn yn ateb  
gohebiaeth a dderbynnir yn Gymraeg yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi.

South Wales Police welcomes receiving correspondence in Welsh and English.

Any correspondence received in Welsh will be answered in Welsh and corresponding  
in Welsh will not lead to a delay in responding.



There is a disproportionate amount of Crime, Disorder and Nuisance associated with outlets for alcohol in The Cardiff City Centre. The addition of another outlet will add to the problems caused by alcohol in the Cardiff City Centre.

Should the Licensing Committee be minded to grant this application, we ask that the below conditions are attached to the licence;

## CONDITIONS

1. A cctv system shall be installed to a standard agreed with South Wales Police. The system shall be maintained and operated at all times the premises are open to the public. The system shall cover all parts of the licensable areas to which the public have access (excluding toilets) and all outside areas and exits and entrances used by customers. Images shall be kept for a minimum of 31 days. The images shall be produced to a Police employee immediately upon request when the premises are open and at all other times as soon as is reasonably practical. There will be sufficient staff training to facilitate the above.
2. Alcohol will only be served to customers who are seated and partaking of a table meal. The exception will be for take away drink sold in a sealed container.
3. Customers consuming alcohol will be seated at tables and chairs with waiter/waitress, there will be no vertical drinking.
4. An incident book shall be kept at the premises and maintained on site. It shall be made available on request to an authorised officer of the local authority or member of the police. The register will record all crimes at the premises, complaints received of a licensing nature, any incidents of disorder, any refusal for the sale of alcohol and any visits by the emergency services. (This condition is requested to assist in the promotion of the prevention of crime and disorder.)
4. At least 70% of the licensable area used by customers will be laid out with tables and chairs for the purpose of eating and drinking.
5. On major event days all alcohol will be served/sold in non glass vessels.
6. The premises shall operate a "Challenge 25" policy in relation to the sale of alcohol.
7. The area used by customers outside on High Street shall be clearly delineated by ropes, planters or similar.





8. An incident log with sequentially numbered pages will be maintained at the premises. Each entry shall carry the day, date and time that each report was made. The DPS shall ensure that all incidents are logged on the day of the incident. The log will record the following:

- a. All refusals of service.
- b. All incidents of disorder of which the premises are aware.
- c. Any failure of the CCTV system, with details of actions taken to correct the issue.
- d. All visits made by a responsible authority or emergency service.

The log will be made available to an employee of South Wales Police on request. The log shall be retained for 12 months minimum.

9. Staff involved in the sale and supply of alcohol shall receive refresher training in relation to licensing legislation, age challenging, refusal of sales to underage and intoxicated persons, proxy sales and drugs policies every 12 months. All staff involved in the sale and supply of alcohol shall be fully conversant with the conditions contained in the Premises Licence Conditions. No member of staff will be permitted to sell age-restricted products until they have completed training. Records of such training shall be kept by the DPS for a minimum of 3 years and made available to the police or other responsible authority representative on request.

Additional evidence to support the notice of the representation will be presented at any subsequent Licensing Committee hearing. This evidence will be expanded on verbally, written, statistical or CCTV evidence.

If you wish any further information then please contact Police Licensing Officer Tony Bowley at the Cardiff Bay Police Station .

Yours faithfully,

M. CONQUER  
Chief Inspector

**COPY TO:**

**Dan Cook,  
Operations Manager,  
Licensing and Strategic Services,  
Cardiff City Council.  
City Hall,**

Mae Heddlu De Cymru yn croesawu derbyn gohebiaeth yn Gymraeg a Saesneg. Byddwn yn ateb gohebiaeth a dderbynnir yn Gymraeg yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi.

South Wales Police welcomes receiving correspondence in Welsh and English.  
Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding.



# **APPENDIX D**

## **Licensing Enforcement Representation**

**From:** Evans, Kirsty  
**Sent:** 13 July 2021 17:40  
**To:** Licensing (Licensing Regulatory) / Trwyddedu (Rheoleiddio Trwyddedu)  
**Cc:**  
**Subject:** Corner Coffee - Licensing Authority (Enforcement) Representation

Hello,

**Re: Corner Coffee, 13 High Street, Cardiff CF10 1AX – New Premises Licence Application**

I am writing to submit a representation on behalf of the Enforcement Section of the Licensing Authority in respect of the above application for Corner Coffee.

The Licensing Authority (Enforcement) believes that the application undermines the following licensing objectives:

- The Prevention of Crime and Disorder
- The Prevention of Public Nuisance

We have concerns that the applicant seeks to sell alcohol for consumption both on and off the premises until 23:00 hours Wednesdays to Sundays in an area that already suffers from incidents of crime and disorder and public nuisance. Whilst it is noted that the applicant has offered conditions to promote the licensing objectives we still have concerns that the proposals would attract more disorder and nuisance to the area.

The premises itself is located in an area that is subject to the Council's Cumulative Impact Policy (CIP) and the applicant's proposals would mean that the premises would fall within the 'red' category in Table 1 of the Cumulative Impact Policy (CIP). The CIP has been adopted due to high levels of alcohol related crime and disorder in the interests of public safety and the avoidance of nuisance. The policy creates a rebuttable presumption that the application will be refused or subject to certain limitations, unless the applicant can successfully demonstrate the proposals will not add to the negative cumulative impact on one or more of the licensing objectives.

Currently the applicant's proposals would permit a vertical drinking establishment to operate until 23:00 hours Wednesdays to Sundays and would also allow customers to take open containers of alcohol away from the premises. We note from speaking with the applicant that they do not currently offer food after 17:00 hours.

Creating another vertical drinking establishment and giving customers the ability to wander around the city centre with alcohol in an area that is already saturated with high levels of disorder and public nuisance will only in our opinion add to an already established problem. It is for this reason that the Licensing Authority (Enforcement) submit their objection to the proposals.

As previously mentioned the applicant has offered conditions to support their application and whilst the Licensing Authority (Enforcement) appreciate that there are a number of good, thought-out conditions they do not go far enough to mitigate the potential negative impact on the aforementioned licensing objectives.

The Licensing Authority (Enforcement) are objecting to the application, however if the Licensing Sub-Committee were minded to grant the application we would ask that the following restrictions are considered:

Conditions to be added

- There will be no vertical drinking at the premises
- Alcohol will be served by waiter/waitress service.

- 70% of the public space will be occupied by tables and chairs.
- Alcohol sold for consumption off the premises will be in sealed containers only.

Kind regards,

Kirsty



**Kirsty Evans | Licensing Policy Officer**

Licensing Section / Adran Drwyddedu

Shared Regulatory Services / Gwasanaethau Rheoliadol a Rennir

Bridgend, Cardiff and the Vale of Glamorgan

Pen-y-bont ar Ogwr, Caerdydd ar Bro Morgannwg

Phone | Ffon:

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Mae'r Cyngor yn croesawu gohebiaeth yn Gymraeg a Saesneg a byddwn yn sicrhau ein bod yn cyfathrebu â chi yn yr iaith o'ch dewis, boed yn Saesneg, yn Gymraeg neu'n ddwyieithog cyhyd â'n bod yn ymwybodol o'ch dewis. Cysylltwch â 029 20871651/ [trwyddedu@caerdydd.gov.uk](mailto:trwyddedu@caerdydd.gov.uk) i nodi dewis iaith. Os na fyddwn yn derbyn eich dewis iaith, byddwn yn parhau i gyfathrebu â chi yn unol â'r weithdrefn bresennol. Ni fydd gohebu yn Gymraeg yn creu unrhyw oedi.

The Council welcomes correspondence in English or Welsh and we will ensure that we communicate with you in the language of your choice, whether that's English, Welsh or in Bilingual format as long as we know which you prefer. Please contact 029 20871651/ [licensing@cardiff.gov.uk](mailto:licensing@cardiff.gov.uk) to register your language choice. If we do not receive your language choice, we will continue to correspond with you in accordance with current procedure. Corresponding in Welsh will not lead to any delay.

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