

STATEMENT OF: ...Keeley Louise Ladlow.....

Age if under 18: Over 18 Occupation.....Principal Licensing Officer

This statement, consisting of.....6..... Page(s) signed by me, is true to the best of my knowledge and belief and I make it knowing that, if it is tendered in evidence, I shall be liable to prosecution if I have wilfully stated in it anything which I know to be false or do not believe to be true.



Date the...28th..... day of.....May.....2021

I am the above named person and currently employed as Principal Licensing Officer operating from Riverside House the offices of Rotherham Metropolitan Borough Council. I have been employed as an Enforcement Officer since 2015 and latterly the Principal Officer, my duties include liaising with Hackney Carriage and Private Hire Drivers, overseeing investigations concerning Private Hire and Hackney Carriage Drivers, vehicles, Private Hire Operators and licensed premises.

I make this statement by way of an overview statement in addition to my previous statements in respect of the review of a premises licence for a premises known as Brampton Local Shop, 103 Knollbeck Avenue, Brampton.

Application is made under section 51 Licensing Act 2003 for a review of the premises following information received from South Yorkshire Police and visits undertaken to the premises by Licensing Officers.

The application seeks a revocation of the premises licence on the grounds that the premises licence holder is failing to properly promote two of the licensing objectives, namely public safety and the protection of children from harm. Licensing Officers are of the view that Ms Hussain does not have sufficient involvement in the management or day to day running of the premises and have concerns relating to her suitability to uphold the licensing objectives.

The premises are a medium sized premise licensed for the sale of alcohol for consumption off the premises. The licence has been in place since 15th August 2013.

On 2nd December 2015 the premises licence was transferred to the current premises licence holder, Ms Saima Hussain. Since 2nd December 2015 Ms Hussain has been both the premises licence holder and designated premises supervisor.

On 1st June 2020 as a result of information received South Yorkshire Police officers attended the premises. One member of staff was present at the premises and appeared to be under the influence of alcohol. The staff member is described as smelling of alcohol talking and appearing drunk and confused.



SIGNED..... WITNESSED.....

Witness Statement

(Criminal Procedure Rules, r27.2;
Criminal Justice Act 1967, s. 9, Magistrates' Courts Act 1980, s.5B)

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Ms Hussain who is also the Designated Premises Supervisor of the premises was not present. The staff member provided Police Officers with a contact number for a male he stated was the owner of the business, his name was provided as Hassan Zakira.

Police Officers spoke with Hassan Zakira who stated he was the manger of the premises and was subsequently made aware of concerns regarding the intoxicated state of the member of staff. Hassan Zakira informed Police Officers he knew little about the member of staff as he only sees him when he opens and closes the premises each day.

Police Officers informed the licensing service by email on 3rd June 2020, two witness statements have since been provided and are attached to the sub-committee report. This email was directed to the Licensing Manager, Alan Pogorzelec who made me aware of the Police Officers concerns.

On 4th June 2020 I contacted Hassan Zakira by telephone. Throughout the call he was reluctant to speak with me and reluctant to discuss the premises or his involvement.

During the call it was stated by Hassan that Police Officers had not attended the premises and no concern had been raised. When challenged he provided a different account, accepting that Police Officers had attended the premises and had contacted him by phone during the visit to make him aware the lone member of staff which appeared under the influence of alcohol. Hassan stated he had not been at the premises at the time of the visit however the member of staff who appeared drunk is an alcoholic who he knows consumes alcohol before starting work each day.

It was stated that this member of staff works alone for most of the day however he sees him for an hour each morning and an hour each afternoon.

Hassan stated he manages the day to day running of the business and manages all staff employed to work there.

When asked who the owner of the business was Hassan provided the name Ashfaq Ahmad and advised he is currently out of the country. Hassan stated he did not know who the premises licence holder is when asked nor did he know who the Designated Premises Supervisor is. Hassan further asked what a Designated Premises Supervisor was stating he didn't know. When questioned as to who was authorising the sale of alcohol from the premises currently Hassan stated he believed it was him, but he wasn't sure and asked what authorising sales meant.

Hassan latterly provided a first name of the person he believed to be the premises licence holder stating it is Saima and she visits the premises once a day to take the cash away and send it to the business owner, Ashfaq Ahmad. When asked he could not provide a full name for her or a contact number stating he did not have one. When asked what the premises licence holder does at the premises it was stated she is named on the licence but only collects the money as Ashfaq Ahmad runs the business and employs the staff but he manages the premises and staff on a day to day basis for him.

Further details of this call can be found in my statement dated 16th September 2020.

On 4th June 2020 I spoke with Saima Hussain by telephone. She was very quick to say the premises are under control, no sales are made to persons under the age of 18 and that she visits the premises a couple of times each week. It was stated that Hassan had contacted her by phone immediately after the call from licensing officers to advise her of the contact that had been made with him.



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When asked what Hassan does at the premises, she advised that he wasn't in fact the manager but was employed to go to the cash and carry as she can't go herself. She advised that she was named on the premises licence but wasn't the business owner stating the business owner Mr Ahmad is currently out of the country and it is he who runs the business and employs staff at the premises.

When questioned as to what her role within the business was, she stated she is the person who does the stock take, writes the list for the cash and carry and cashes up weekly sending the money to Mr Ahmad. Saima stated the Mr Ahmad usually opens and closes the premises but when he is out of the country the person responsible for going to the cash and carry does it. No reference was made by Saima to her being the licence holder or Designated Premises Supervisor.

Saima stated Mr Ahmad employs staff to work at the premises and manages them only notifying her of their employment. When asked what she would do if she had concerns about a member of staff, she stated that would be for Mr Ahmad to sort and not her.

Saima stated she was aware of Police Officers visiting the premises and that concerns had been raised regarding the member of staff being under the influence of alcohol. She stated that he had been employed by Mr Ahmad and not her, however she knew that he was an alcoholic and worked at the premises alone. It was stated that he isn't usually under the influence of alcohol during the day and she has told him not to drink whilst working at the premises however knows he drinks heavily during the evening.

When questioned Saima described the member of staff as a nice man stating she has no intention of taking any form of action in relation to his drinking or employment at the premises.

To ascertain Ms Hussain's level of involvement and control of the premises I asked specific questions relating to challenging persons who appeared to be underage, refusing sales, staff training and authorising the sales of alcohol. The responses received to these questions evidenced a lack of control of the premises and understanding of being a premises licence holder. It was stated that staff training may have been undertaken however this was verbally and she could not recall what had been discussed or if staff members had been trained. It was further stated that there was no written authority in place authorising staff members to sell alcohol in her absence, although having written authority in guidance it is deemed to be best practice.

On 30th July 2020 I carried out a visit at the premises, during the visit only one member of staff was working. Upon entering the premises, the member of staff who was behind the counter stood and proceeded to fall towards the counter. I spoke to the member of staff who held onto the counter to steady himself, he appeared to be heavily under the influence of alcohol. When speaking his speech was slurred, he swayed when he stood and could not walk behind the counter without stumbling.

I asked the member of staff what challenge scheme the premises operate and was asked in return what a challenge scheme is. Upon being asked if the premises operate challenge 21 or challenge 25 he again asked what they were saying he didn't understand and was only employed to sell alcohol and general store goods. He was asked what he would do if someone asked to buy alcohol or cigarettes and didn't look old enough, he stated if the person looks 18, he sells the item.



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If the person doesn't look 18 sometimes he asks for ID but sometimes forgets and sells the item to them without asking, when questioned further he stated if the customer doesn't have ID he sells the alcohol to them anyway so not to inconvenience them.

I asked to see the refusals register and was informed that there isn't a log of refusals or challenges as he has never been told to write it down anywhere.

I asked who the premises licence holder is, he stated he didn't know and officers would need to ask the business owner. When asked who the Designated Premises Supervisor of the premises is he asked what a DPS was and again stated officers would need to ask the business owner who is out of the country.

I provided the name of the premises licence holder to the member of staff asking if he knew who Saima Hussain was. He stated he didn't know this person and officers would need to ask the business owner who she was when he returned to the UK.

The premises has a CCTV system fitted with multiple cameras installed, I asked the member of staff to operate the system to confirm it was working but he stated he did not know how to work it and officers would need to ask the business owner when he returns to the UK.

I asked to see staff training records, the member of staff stated there were no records that he knew of. When asked what training he had received he stated he had been shown how to work the till and that was all. He was asked if he had been trained in challenging persons who appeared to be underage, refusing sales and proxy sales and stated he did not understand what any of those meant.

I asked to see written authority provided by the premises licence holder and DPS to authorise him selling alcohol on her behalf. I was advised that there was no written authority and he hadn't been authorised as such but had been told by the business owner to work there and sell whatever customers wanted to purchase.

During the visit I further identified no measures had been put in place at the premises to reduce the risk to the public of Covid – 19.

Further submissions relating to this visit can be found in my statement dated 16th September 2020.

On 3rd February 2021 the licensing service received an email from a member of the public relating to the premises in which the premises were described as unclean, dangerous and dirty. It was stated a member of staff behind the till was not wearing a face covering was described as filthy and smelling of stale smoke. There was no protective screen in place or hand sanitiser. The complainant stated the premises was unclean and they felt unsafe shopping inside.

The mail is exhibited as KLL/3.



SIGNED..... WITNESSED.....

Witness Statement
(Criminal Procedure Rules, r27.2;
Criminal Justice Act 1967, s. 9, Magistrates' Courts Act 1980, s.5B)

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SIGNED.......... WITNESSED.....

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From: [Licensing](#)
To: [COVIDTeam](#); [Keeley Ladlow](#)
Subject: FW: Online form submission: FNB-2812-21-15014-C
Date: 03 February 2021 16:05:39
Attachments: [image001.png](#)
[form-submission-FNB-2812-21-15014-C.txt](#)
[FormSubmission-Tell us about a possible face covering breach inside a business that's happening now-FNB-2812-21-15014-C.pdf](#)

From: PublicContactBreachofCOVID19Guidance <PublicContactBreachofCOVID19Guidance@southyorks.pnn.police.uk>
Sent: 03 February 2021 16:03
To: Licensing <Licensing@rotherham.gov.uk>
Subject: FW: Online form submission: FNB-2812-21-15014-C

For your information. Received into our covid emails. Our inc 540 3/2/21 refers

Kind regards

Communications Support Desk
South Yorkshire Police

T: 101 for non emergency calls
T: 999 in case of an emergency

www.southyorks.police.uk



-----Original Message-----

From: no-reply@service.police.uk [<mailto:no-reply@service.police.uk>]
Sent: 03 February 2021 15:49
To: PublicContactBreachofCOVID19Guidance <PublicContactBreachofCOVID19Guidance@southyorks.pnn.police.uk>
Subject: Online form submission: FNB-2812-21-15014-C

OFFICIAL - SENSITIVE

YOUR DETAILS

First name: [REDACTED]

Surname: [REDACTED]

Date of birth: [REDACTED]

Email address: [REDACTED]

Phone number: not given

Lat long: [REDACTED]
[REDACTED]
[REDACTED]

Address: [REDACTED]

Map url: [REDACTED]

This is the location you gave us, is it correct?: Yes

When did this happen?: 03/02/2021

Approximately what time did this happen?: 15:00

What would you like to tell us about?: This is about Brampton Local Shop. Went in to the store and the man behind the till had no mask on or a protective screen up in place of a mask. There was no hand sanitiser to be seen. His hands were absolutely filthy and he stunk of stale smoke - the shop looked unclean and I felt at risk whilst buying my essentials. Two other customers came in - no mask or exemption pass - and were not asked to put a mask on, nor could I see any signage about distancing or masks. The other customers laughed at me and I could hear them joking about me wearing a mask - it is obviously commonplace in this establishment for not adhering to any guidelines, a covid breeding ground. Upon researching this place it has recently received a 1 in hygiene ratings from RMBC (this was pre pandemic) - they have obviously failed to take this seriously. A worry as there are many elderly residents nearby who may rely on this place for essentials. There was zero care or consideration for

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the situation we are in - this place is dangerous and dirty.

Did you do any of the following before you used the website today?: None of the above; this is the first time I'm contacting you about this

If you hadn't been able to use the website do you think you would have:: Called 101

SYP Alerts offers information about local policing issues by text, email or voice message. Sign-up now at www.sypalerts.co.uk #SignMeUp

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STATEMENT OF: ...Keeley Louise Ladlow.....

Age if under 18: Over 18 Occupation.....Senior Licensing Enforcement Officer....

This statement, consisting of...4..... Page(s) signed by me, is true to the best of my knowledge and belief and I make it knowing that, if it is tendered in evidence, I shall be liable to prosecution if I have wilfully stated in it anything which I know to be false or do not believe to be true.



Date the...16th..... day of.....September.....2020

I am the above named person and currently employed as Senior Licensing Enforcement Officer operating from Riverside House the offices of Rotherham Metropolitan Borough Council. I have been employed as an Enforcement Officer since 2015 and was previously a Police Community Support Officer, my duties include liaising with Hackney Carriage and Private Hire Drivers, investigating matters concerning Private Hire and Hackney Carriage Drivers and vehicles and Private Hire Operators.

On 3rd June 2020 Licensing Manager Alan Pogorzelec made me aware of an email that he had received from South Yorkshire Police earlier the same day. The email stated Police Officers had visited Brampton Local Store on Monday 1st June 2020 and during the visit had concerns regarding a lone member of staff at the premises who had given his name to them as Chris. Police Officers described the member of staff as being drunk. It was further stated the Police Officers had spoken to the shop manager who had advised them he was not the owner and the owner was currently in Pakistan.

On 4th June 2020 I viewed the premises licence, the premises licence holder and Designated Premises Supervisor (DPS) are Saima Hussain. I contacted Saima by telephone however there was no answer, following this again by telephone at 13.30hrs I contacted Hassan Zakhuri who had identified himself to Police Officers as the shop manager. Hassan was very reluctant to speak with me and did not wish to discuss the premises or his involvement at the premises.

Hassan initially stated to me that there had been no Police involvement at the premises, I advised him that I had spoken to South Yorkshire Police who had provided me with different information to what he was providing. Hassan then stated Police Officers had visited the premises on Monday 1st June regarding an ex-employee who no longer works at the premises.

I asked if the Police had had cause to discuss another member of staff with him and he stated no. I asked if he had a staff member called Chris employed at the premises and he stated "YES BUT THERE HAVE BEEN NO ISSUES."

I made Hassan aware that I was already aware of Police raising concerns regarding Chris he stated that he had not been at the premises when the Police had visited on Monday and Chris had been the only member of staff in the shop. The Police phoned him and told him that they believed Chris had been drinking, when I asked further



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(Criminal Procedure Rules, r27.2;

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regarding this Hassan stated that Chris is an alcoholic who drinks every day before work and after work but he doesn't drink whilst working in the shop.

Hassan stated Chris is the only member of staff currently employed to work at the premises and works there for most of the day. Hassan stated he goes to the premises for an hour or two in a morning and again in the evening.

I asked Hassan who manages to premises and he stated that he manages the day to day running of the business and staff who are employed to work there.

When asked who the owner of the business was Hassan stated the owner is a male called Ashfaq Ahmed who is currently in Pakistan and cannot return to the UK due to Covid-19 restrictions.

I asked Hassan who the premises licence holder is and he stated he did not know and I would need to ask Ashfaq Ahmed. When asked who the DPS of the premises is Hassan asked what a DPS was stating he didn't know what a DPS was. I further asked who was authorising the sale of alcohol at the premises currently, he stated "ME, I THINK."

I could hear a rustling of papers followed by Hassan saying "SAIMA." When asked who Saima is Hassan stated she visits the shop every day to take cash away which she sends to Ashfaq. When asked what Saima's full name is, Hassan stated he did not know. I asked Hassan if he had a contact number for Saima and he stated he did not have a contact number for her adding that if I required one, I would need to speak to Ashfaq.

I asked Hassan what role Saima has at the premises, he stated Saima's name is on the premises licence but is on it in name only as Ashfaq is the owner employs all staff and runs the business. The call was then ended at this point.

At 14.21hrs the same day I contacted Saima Hussain by telephone, upon answering the call Saima was very quickly stated the premises were under control and that no sales of alcohol are made to person under the age of 18. Saima stated she visits the premises a couple of times per week.

I asked Saima what role Hassan has at the business and she stated he was employed by Ashfaq to go to the cash and carry as she can't go herself. When I asked who Ashfaq Ahmed is Saima states he is the owner of the business and runs the premises.

I asked Saima what her role within the business was and she stated she is the person who looks at what stock needs ordering writing the list for the cash and carry and cashing up weekly. At no point did Saima state that she was the premises licence holder or DPS.

Saima stated Ashfaq Ahmed employs staff to work at the premises, he says who works there on what days and lets her know when he has employed someone new. I asked Saima what she would do if she wasn't satisfied with a member of staff working at the premises and she stated that that would be for Ashfaq to sort not her.

Saima stated that Chris is employed to work at the premises and was employed by Ashfaq however she does see him when she goes to the shop.

Saima stated on Monday 1st June Hassan phoned her to tell her that the Police had visited the premises and Chris had been drinking. She states Chris isn't usually drunk in the mornings adding that he is fine and people like him. When questioned further Saima stated Chris is drunk in the evenings but isn't usually in the day and Police Officers



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must have gotten it wrong adding that although he may have been behaving as though he was drunk he wouldn't have been.

Saima stated she has previously told Chris not to drink whilst working at the shop and he had promised her that he wouldn't. He still works at the shop and it was stated that she has no intention of taking any action against Chris as he is a nice man.

Saima stated Ashfaq usually opens and closes the premises however currently he is in Pakistan and cannot fly home due to travel restrictions.

To gauge Saima's understanding of the licensing act and running a licensed premises I asked her questions regarding challenge 25 and whether the premises operates a challenge scheme. Saima appeared to have little understanding of this but stated no sales are made to persons under the age of 18. I asked how she and other staff members would ensure a person is over the age of 18 and Saima provided a very vague response stating she may ask for some form of ID but wasn't sure what.

I asked Saima what training she had provided to staff members selling alcohol, she stated she had trained all staff in using the till system and may have verbally discussed verifying the age of a person buying alcohol but could not remember. I asked if she had written training or written training records and she stated that she hadn't.

When asked whether she had authorised staff members to sell alcohol in her absence she stated she thinks she may have done this verbally but was unsure adding that there was no authority to sell in writing. The call was then ended at this point.

The conversation I had with Saima gave me significant concerns regarding her involvement at the premises and ability to manage the premises lawfully and appropriately.

On 30th July 2020 I carried out a visit at the premises, upon arriving at the premises one member of staff was present and working alone. As I walked inside, he was standing behind the counter and walked towards the edge of the counter in my direction. As he walked, he proceeded to fall towards the counter and held onto the edge of the counter appearing to need to steady himself. I was standing approximately 2 metres away from him but could smell alcohol, when he spoke his speech was slurred and he was swaying whilst standing behind the counter. From the way he was standing and speaking he appeared to be heavily under the influence of alcohol.

He provided his name to me as Chris and I began to ask him how the premises operated. I asked what challenge scheme the premises operate, and Chris asked me what I meant by challenge scheme. I asked if the premises operate challenge 21 or challenge 25 when verifying the age of persons and again, he asked what I meant by this stating he didn't understand adding that he was only employed to sell alcohol and store goods.

I asked Chris what he would do if someone asked to buy alcohol or cigarettes and did not look old enough, he stated that if a person looks 18 he would sell the item to them. Adding that if a person doesn't look 18 sometimes he would ask for ID but sometimes forgets to ask and sells the alcohol to them without asking. I asked what he would do if he did ask for ID and the customer advised him they did not have any, he stated that he often sells the alcohol anyway so not to inconvenience the customer.



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I asked to see the refusals and challenge register and was told that there isn't a log of refusals or challenges at the premises adding that he has never been told to write it down.

I asked Chris if he knew who the premises licence holder is and he stated he did not know so I would need to ask the business owner. I asked if he knew who the Designated Premises Supervisor is and he asked what a DPS was stating I would need to ask the business owner who is currently out of the country.

I asked Chris if he knew who Saima Hussain is, he stated that he did not know who this was and had never heard of her. He added that if I needed to know who she was I would need to ask the business owner when he returns to the UK.

The premises has CCTV installed with a monitor opposite the counter, I asked Chris is he could operate the system for me to confirm that it was recording but he stated he did not know how to work it and I would need to ask the business owner.

I asked if Chris could locate the staff training records for me to view, he stated there were no records that he knew of. I asked what training he had received, and he stated he had been shown how to work the till and that was all. I asked if he had been trained in challenging persons who appeared to be underage, refusing sales and proxy sales, he stated he did not understand what any of those things meant.

I asked if he could produce written Authority provided by the premises licence holder or DPS to authorise him to sell alcohol in their absence. Chris stated there was no written authority and he hadn't been authorised as such but had been told by the business owner to work there and sell whatever customers wanted to buy.

During the visit I also noticed no measures had been put in place to reduce the risk of Covid – 19 to the public, no social distancing measures had been implemented and customers were not being told to wear masks when in the premises. Throughout my visit I wore a face mask however this was laughed at by Chris upon me entering the store and he asked why I was wearing something so silly.



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