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**LICENSING SUB-COMMITTEE**

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**MEETING TO BE HELD IN CIVIC HALL, LEEDS ON  
MONDAY, 13TH AUGUST, 2012 AT 10.00 AM**

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**MEMBERSHIP**

**Councillors**

S Armitage - Cross Gates and Whinmoor;  
K Bruce - Rothwell;  
R Downes - Otley and Yeadon;

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**Agenda compiled by:  
Tel No:  
Governance Services  
Civic Hall  
LEEDS LS1 1UR**

**Helen Gray  
247 4355**

# A G E N D A

Item No	Ward	Item Not Open		Page No
1			<p><b><u>PRELIMINARY PROCEDURES</u></b></p> <p><b>ELECTION OF THE CHAIR</b></p>	
2			<p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded)</p> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Head of Governance Services at least 24 hours before the meeting)</p>	

Item No	Ward	Item Not Open		Page No
3			<p><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></p> <p>1) To highlight reports or appendices which:</p> <p>a) officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>b) To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>c) If so, to formally pass the following resolution:-</p> <p><b>RESOLVED</b> – That the press and public be excluded from the meeting during consideration of those parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information</p> <p>2) To note that under the Licensing Procedure rules, the press and the public will be excluded from that part of the hearing where Members will deliberate on each application as it is in the public interest to allow the Members to have a full and frank debate on the matter before them.</p>	
4			<p><b>LATE ITEMS</b></p> <p>To identify any applications as late items of business which have been admitted to the agenda for consideration</p> <p>(the special circumstances shall be identified in the minutes)</p>	

Item No	Ward	Item Not Open		Page No
5			<p><b>DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS</b></p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13 -18 of the Members' Code of Conduct. Also to declare any other significant interests which the Member wishes to declare in the public interest, in accordance with paragraphs 19 -20 of the Members' Code of Conduct.</p> <p><b><u>HEARINGS</u></b></p>	
6	Wetherby;		<p><b>FILM CERTIFICATION - THE LEEDS FESTIVAL 2012</b></p> <p>To consider the report of the Head of Licensing and Registration on an application for the certification of films proposed to be shown during the Leeds Festival, which will be held within the grounds of Bramham Park, Leeds LS23 from 23<sup>rd</sup> to 26<sup>th</sup> August 2012. A schedule of the films proposed to be shown is included within the report</p> <p>(Report attached)</p>	1 - 12
7	City and Hunslet;		<p><b>"BAGUETTE EXPRESS" - APPLICATION FOR THE GRANT OF A PREMISES LICENCE FOR BAGUETTE EXPRESS, UNIT 3, 7 DUNCAN STREET, LEEDS LS1 6DQ</b></p> <p>To consider the report of the Head of Licensing and Registration on an application for the grant of a premises licence in respect of Baguette Express, Unit 3, 7 Duncan Street, Leeds LS1. This matter was adjourned from a hearing on 16<sup>th</sup> July 2012</p> <p>(Report attached)</p>	13 - 56

**Report of the Head of Licensing and Registration**

**Report to the Licensing Sub Committee**

**Date: 13 August 2012**

**Subject: Certification of Films**

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Wetherby		
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number:		
Appendix number:		

**Executive Summary**

To advise Members of an Application for the certification of films to be shown at the Leeds Festival 2011 within the grounds of Bramham Park, Thorner Lane Leeds 23

**1.0 Purpose of this report**

1.1 This report informs Members with the background, history and issues of an application made under the Licensing Act 2003 (“the Act”) for the certification of films that do not currently have a BBFC (British Board of Film Classification) certification. Finally, this report informs Members of the options available to them when considering an application for the certification of films.

**2.0 Background information**

2.1 The Licensing Act 2003 applies to premises which provide film exhibitions. At present there are a total of 7 cinemas licensed in the Leeds District.

2.2 The majority of films shown in Cinemas will carry a Certificate from the BBFC the categories of which are as follows:

Category ‘U’ Passed for general exhibition

Category ‘PG’ Passed for general exhibition but parents/guardians are advised that the film contains materials they might prefer children under fifteen years not to see.

Category `12`	Passed as suitable only for exhibition to persons of twelve years and over. When a programme includes a `12` film, no persons under twelve years can be admitted.
Category `12a`	Passed as suitable for children under the age of 12 if accompanied by an adult.
Category `15`	Passed as suitable only for exhibition to persons of fifteen years and over. when a programme includes a `15` film, no persons under fifteen years can be admitted.
Category `18`	Passed as suitable only for exhibition to adults. When a programme includes an `18; film no persons under the age of eighteen years can be admitted.

2.3 In addition to licensing premises for film exhibitions, the Licensing Authority has a duty under Section 20 of the Licensing Act 2003 to categorise a film which is absent of a Certificate from a film classification body such as the BBFC. The Licensing Authority may also reject or modify a film which has received a Certificate from the BBFC.

### 3.0 Main Issues

3.1 Application has been received from Mr Melvin Benn to have a number of short films certified as they are not currently certified by the BBFC. The films are to be shown in a temporary cinema based in marquees on the Leeds Festival site within the grounds of Bramham Park Leeds 23.

3.2 Details of the films which require certification including a brief synopsis and a recommended category in line with the BBFC classifications is attached at **Appendix A** for Members information. As the synopsis provided contains the use of inappropriate language not suitable for the public domain it has been sanitized, but a full copy is available to members.

3.3 A representative from the Oxford Film and Video Makers company will attend the hearing to give additional details of the films.

3.4 Members may recall that an application for a Premises Licence for this site was considered by the Licensing Committee on the 28 April 2006, amongst the licensable activities requested was the facility to show films in a cinema tent between the following days and times:

Thursday 24 August	19:00hrs until 03:00hrs the following day
Friday 25 August to Sunday 27 August	Noon until 03:00hrs the following day.

3.5 The corresponding days for this year's event are as follows:

Thursday 23 August	19:00hrs until 03:00hrs the following day
Friday 24 August to Sunday 26 August	Noon until 03:00hrs the following day.

#### 4.0 **Implications for council policy and governance**

4.1 There are no implications for Council policy and governance in respect of determining this application.

#### 5.0 **Legal and resource implications**

5.1 The applicant can appeal any decision made by committee. Any appeal would be to the Magistrates Court.

#### 6.0 **Recommendations**

6.1 Members are requested to consider this request for the certification of the films as attached hereto.

6.2 Members may take the decision to view any of the films prior to the issue of a certificate

#### 7.0 **Options available to Members**

The Licensing Authority has a duty to create conditions or restrictions, and does have the authority to categories a film which is absent of a Certificate from the BBFC.

**LEEDS & READING FILM CLASSIFICATIONS**

**POPCORN COMEDY**

**(Suggested Classification: 15)**

**1. Popcorn Comedy Introduction (15)**

(includes mild swearing and a still picture of some cocaine)  
This is an animated sketch introducing Popcorn Comedy's host Poppy.

**2. Blues (Ant Blades) (PG)**

(some birds are killed by a window, however it is a light hearted animation)  
A sad man is cheered up by some musical birds until a window slams down on the birds

**3. Darren the Bull (Jermaine Clement) (PG)**

(includes mild swearing) Two animals chat at a bar in this animation.

**4. Death of Jim Davidson (Cyriak) (15)**

(includes mild violence; an animated lazer blowing up Jim Davidson in a comical way)  
Jim Davidson walks onto stage and a lazer blows him up. The audience cheer.

**5. Masterchef Synesthesia (Swedemason) (U)**

A bouncy techno song comprising of clips from BBC Masterchef.

**6. Kitty City (Cyriak) ) (PG)**

(includes disfigured cats) In this comical animation cats keep growing out of more cats.

**7. Special Forces (Gareth Tunley) (12A)**

(includes mild violence)  
Two soldiers on a special mission try to deliver messages to each other without being heard. Their attempts become more frantic until one suddenly blurts out what he's trying to say and is shot.

**8. This is it (Andrew Gaynord) (PG)**

(includes a childbirth scene, although this is not explicit)  
A woman gives birth to a pug.



**9. Olives (Ant Blades) (PG)**

(includes mild violence as a fork goes into a man's head, but this is a comical animation)

A bored man waits in a restaurant. He begins to flick olives into his mouth with a fork. On the third attempt the fork flies into his forehead and he falls off his chair.

**10. Dirty Dancing (Men Of War) (15)**

(includes mild swearing and a reference to anal sex)

A man comes home drunk from the pub much to his girlfriend's displeasure. She asks him what he thinks women want. They dance to the song from Dirty Dancing, cut back to real life and he replies "anal?".

**11. Tom Sellecks Moustache (Richard Sandling) (U)**

Clips from different films where the subjects all have Tom Selleck's Moustache super imposed on top of them.

**12. Champagne (Tom Basden & Tim Key) (12A)**

(includes mild violence, we see a champagne cork in someones eye and there is blood) A song about a friend who fired a champagne cork at his friends face by mistake and killed him.

**13. How to Draw Shapes (Worm Hotel) (U)**

Silly tips from a man about how to draw shapes.

**14. Banksy (Cardinal Burns) (15)**

(includes mild swearing and references to homosexuality)

We meet 'the real banksy' in this documentary where he takes us about on his daily chores.

**15. Message in a bottle (Dice Productions) (12)**

(includes mild animated violence)

In this animation a man has a bottle smashed in his face with the message 'sorry' inside of it.

**16. The Bees (Worm Hotel) (U)**

A comically boring soap opera featuring footage of bees.

**17. Boots & Cats (Robert Clouth) (U)**

A beatbox tune featuring lots of different animal names and the word 'boot'.

**18. Intermission (Robert Popper) (PG)**

(includes mild swearing) Archive footage from old cinema adverts, with comical voiceovers

**19. I'm a stupid f\*\*\*\*\*g cat (Bishop Vids) (15)**

(includes swearing)

Clips of cats with an amusing song over the top commenting on how easy cats lives are.

**20. Guilty (Foodplot) (U)**

An owner accuses his dog of breaking into the dog treats.

**21. Captain Planet (Don Cheadle) (12A)**

(includes swearing)

Captain Planet turns people into trees when they argue with him.

**22. Drive Recklessly (UCB) (PG)**

A spoof tv advert encouraging you to drive recklessly because you never know you might hit someone who is very dangerous; such as hitler.

**23. Cats! (Magical Mystery Gang) (12A)**

(include mild violence)

A group of bored beer drinking men decide a cat will cheer them up. One of them tries to attack it with a cork screw but is stopped by the other men.

**24. Masterchef Top 10 innuendos (Cope and Dalton) (12A)**

(include mild sexual references)

Footage from Masterchef cut together to infer they are making silly innuendos.

**25. University Challenge Stone Roses (Channel Alright) (12A)**

(include mild swearing)

Footage from university challenge combined with the stone roses reunion press conference, so that it looks like the stone roses are on university challenge.

**26. How I became a hand model (Holly Walsh) (12A)**

(includes mild violence of blood on bandaged wrists)

One girls attempt to get into the hand model business and failing.

**27. Misery Bear Teddynator (Worm Hotel) (15)**

(include mild violence with teddys shooting at each other. Comical)

Misery Bear creates a replica of himself in an episode that spoofs the Terminator.

**28. Equestrian Rap (Doc Brown) (U)**

Doc Brown raps about the advantages of Equestrian dressage.

**29. The Proposal (Cariad Lloyd) (U)**

A woman's desire to choose the perfect music for the occasion gets in the way of a boyfriend's attempt to propose to her.

**30. Beatles 3000 (Scott Gairdner) (PG)**

A look at the Beatles done 3000 years into the future.

**31. The Hitchhikers Guide to Murder (Ramsey Brothers) (12A)**

(includes mild violence with references to murder)  
A driver picks up a criminal hitchhiker, but he is also a criminal.

**32. Jeremey Kyle (Alex Vegus) (12A)**

(include mild sexual reference)  
Clips from Jeremey Kyle cut together to make a song.

**33. Playground (Ant Blades) (U)**

In this animation a dad is left with his kids to amuse in the playground.

**34. Young Girl (Andrew Gaynord) (12A)**

(includes mild sexual references)  
A man gets upset because he worries his girlfriend is lying to him about her age, but it turns out he miss- heard her.

HIT SO HARD (Dir Patty Schemel)  
Suggested BBFC classification 15.

Contains frequent strong language with occasional use of very strong language, brief unsexualised nudity (no genitals or breasts shown), contains discussions of drug/substance abuse, but this is not depicted on screen.

**Leeds and Reading Film Classification**

Directors Notes

1. **Bear**            Duration 7m 55s            **(PG)**

A fable about change

No offensive language, sexual content or violence

2. **Beat**            Duration 7m 27s            **(U)**

In a cubic world where work is a repetitive slow tempo, one worker discovers inside them another form of expression.

No offensive language, sexual content or violence

3. **Blinky**        Duration 12m 51s            **(12)**

Soon every home will have a robot helper. Don't worry. It's perfectly safe

No offensive language, sexual content. Implied violence.

4. **Dubstep Dispute**    Duration 1m 13s            **(U)**

Join this lovable crew of droids as they solve their differences the only way dubstep robots know how.

No offensive language, sexual content or violence

**5. Dungeons & Dragons & Bitches** Duration 3m 5s **(15)**

When a dungeon master invites his cousin Tyrell to partake in a game of Dungeons & Dragons, he has no idea how his two friends will react to the unpredictable influence.

Contains strong offensive language, no sexual content or violence.

**6. Full Circle** Duration 1m 13s **(U)**

Full Circle is the first fashion film for new London/Melbourne label Klezinski.

No offensive language, sexual content or violence.

**7. Jump** Duration 2m 22s **(15)**

A drug courier attempts to outrun the authorities in a high octane rooftop chase.

No Offensive Language, Implied Sexual Content Moderate Violence.

**8. Like Mike** Duration 6m 37s **(PG)**

Some may come close, but it's not that easy to be Like Mike.

No offensive language, sexual content or violence.

**9. Little Boat** Duration 4m **(U)**

A little boat makes a long journey with a little help from those it meets.

No offensive language, sexual content or violence.

**10. Love Does Grow on Trees** Duration 10m 58s **(12)**

A coming of age comedy about a teenage boy whose life is thrown into chaos when he discovers adult magazines, girls and the embarrassment that goes with both.

No offensive language, mild sexual content and no violence.

**11. Lovely Monster** Duration 5m 10s **(15)**

"Lovely Monster" tells the true story of Sophia, a young woman dealing with a rare and very dangerous condition.

Strong language no sexual content implied violence.

12. **Mr Foley** Duration 4m 21s (U)

A darkly funny but nightmarish scenario, a man wakes up in hospital with a group of sound artists soundtracking his life.

No offensive language, sexual content or violence.

13. **Painkiller** Duration 14m 24s (15)

Street-smart Dominic's armed robbery of a convenience store goes wrong when he crosses paths with hard-working Jay, a taxi driver with nothing left to lose, Mutual contempt soon turns into a kind of understanding, but not without some pain along the way.

Strong language, no sexual content, moderate violence.

13 **School Portrait** Duration 2m 23s (PG)

A school photographer's bad day begins to affect his work.

No offensive language, sexual content or violence.

14. **The Eagleman Stag** Duration 8m 55s (U)

Peter's life has been spent in both fascination and fear of his quickening perception of time with age. As he nears the end of his days, his interest turns to obsession and he undertakes progressively extreme measures to control and counter time's increasing pace. Peter also discovers that if you repeat the word "fly" for long enough it sounds like you're saying "life". This is of no real help to him. His answers lie in the brain of a beetle.

No offensive language, sexual content or violence.

**The Gate** Duration 11m 42s (12)

A new virulent strain of rabies is thought to be responsible for a number of horrible deaths in the city of London. It soon becomes clear that the cause of the condition has a much more sinister origin.

No offensive language, sexual content or violence.

15. **Tumbleweed** Duration 7m 8s (PG)

The true and historically accurate tale of one tumbleweed that did not tumble

Slight offensive language, no sexual content and no violence.

17 **Two Laps** Duration 5m 26s (U)

Two Friends. One Race. Two laps. No Prisoners.

No offensive language, sexual content or violence.

18. **Undying Love** Duration 11m 11s (15)

What lengths does a man go to hold on to love.

No offensive language, no sexual content, implied violence.

19. **Will** Duration 4m 30s (PG)

The relationship between a father and daughter comes to an abrupt end on 9/11

No offensive language, no sexual content, implied violence.

### **Film Oxford**

Leeds shorts 2012

1. **The Puppet** Duration 4m 36s (15)

Contemporary dance film about bodies. Some mild nudity (bottom only) No violence

2. **Wake Up and Dream** Duration 3m 43s (U)

Autobiographic dance film about a young man exploring his youth. No violence or nudity.

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Report author: Mr Barry Glover  
0113 2474095

## Report of the Head of Licensing and Registration

### Report to the Licensing Sub Committee

Date: 13<sup>th</sup> August 2012

**Subject: Application for the grant of a premises licence for Baguette Express Unit 3, 7 Duncan Street, Leeds, LS1 6DQ**

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s):	City & Hunslet	
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number:		
Appendix number:		

### Summary of main issues

This is an application for the grant of a premises licence for Baguette Express Unit 3, 7 Duncan Street, Leeds, LS1 6DQ

This application was originally heard before the Licensing Sub Committee on the 16<sup>th</sup> July 2012.

The Licensing Sub Committee considered the report and heard from the applicant and the Environmental Protection Team and had concerns in relation to the submissions of both parties.

In respect of the applicant, he stated that he was happy to provide the Licensing Sub Committee with evidence from local residents in support of his application.

In respect of the Environmental Protection Team, they had raised concerns in respect of public nuisance, including complaints from residents. They advised that the latest complaint had been in May 2012; however they did not have the file with them in order to address the concerns of the Licensing Sub Committee, but were in a position to obtain a copy of it at a later date, should the Licensing Sub Committee require this.

The Licensing Sub Committee had particular concerns, as this application was in an area covered by the Cumulative Impact Policy - Area 1. They felt that they needed the benefit of the proposed additional information,

They adjourned the hearing until the 13<sup>th</sup> August 2012 in order that both parties could present their evidence, and it was also advised that the applicant take legal/licensing advice from a specialist.

The application is for Late Night Refreshment. Full details of the days and hours applied for can be seen at 3.3 of this report.

Responsible authorities and Ward Members have been notified of this application.

The application has attracted a representation from a Responsible Authority.

The premises are located within an area covered by a Cumulative Impact Policy.

## **1.0 Purpose of this Report**

- 1.1 To advise Members of an application made under section 17 of the Licensing Act 2003 ("the Act") for a premises licence in respect of the above mentioned premises.
- 1.2 Members are required to consider this application due to the receipt of representations.

## **2.0 History of Premises**

- 2.1 This is the first application for the grant of a Premises Licence relating to these premises.

## **3.0 The Application**

- 3.1 The applicant is Xpress Foods UK Ltd,
- 3.2 The application form may be found at Appendix A to this report.
- 3.3 In summary the application is for

Late Night Refreshment

Every Day                      23:00 to 02:00

Times when the premises are open to the public

Every Day                      07:00 to 02:00

Non Standard Timings and Seasonal Variations

No Non Standard Timings or Seasonal Variations have been applied for.

## **4.0 Other matters relevant to the application**

4.1 At the time of writing this report there were no implications for equality and diversity. Any decision taken by the Licensing Sub-Committee will be in accordance with the four licensing objectives as prescribed by the Licensing Act 2003.

## **5.0 Steps to promote the Licensing Objectives**

The applicant proposes to take specific steps to promote the licensing objectives identified in the Pro-Forma Risk Assessment, a copy of which may be found at Appendix A

## **6.0 Location**

6.1 A map which identifies the location of this premise is attached at Appendix B.

## **7.0 Cumulative Impact Policy**

7.1 The premises are located within the Cumulative Impact Area 1

7.2 Cumulative impact means the potential impact on the promotion of the licensing objectives here there are a significant number of licensed premises concentrated in one area.

7.3 An applicant wishing to obtain a new licence for premises falling within any of the cumulative impact areas must identify through the risk assessment process and/or operating schedule the steps that they intends to take so that the council and responsible authorities can be satisfied with that granting of a new licence will not add to the impact already being experienced.

7.4 Details of the Cumulative Impact Policy specific to Area 1 and an outline of the evidence behind the reason for setting this Policy is attached at Appendix C.

## **8.0 Representations**

8.1 Under the Act representations can be received from responsible authorities or other persons. Representations must be relevant and, in the case of other persons, must not be frivolous or vexatious.

### **8.2 Representations from Responsible Authorities**

8.3 Representations have been received from Leeds City Council Environmental Protection Team in their capacity as a Responsible Authority.

8.4 The representation submitted by Leeds City Council Environmental Protection Team remains as a matter for Members consideration. A copy of the same may be found at Appendix D

### **8.5 Representations from Other Persons**

8.6 There are no representations from other persons

## **9.0 Options Available to Members**

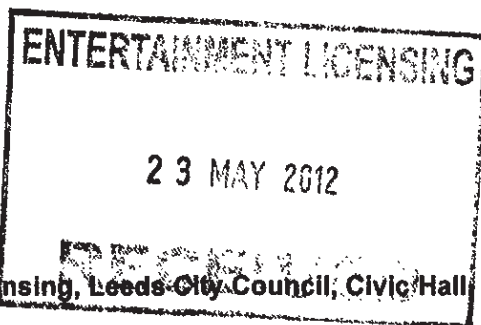
9.1 The Licensing sub-committee must take such of the following steps as it considers necessary for the promotion of the licensing objectives:

- Grant the application as requested.
- Grant the application whilst imposing additional conditions and/or altering in any way the proposed operating schedule.
- Reject the whole or part of the application.

9.2 Members of the licensing sub committee are asked to note that they may not modify the conditions or reject the whole or part of the application merely because it considers it desirable to do so. It must actually be appropriate in order to promote the licensing objectives.

## **10.0 Background Papers**

- Guidance issued under s182 Licensing Act 2003
- Leeds City Council Licensing Policy



Entertainment Licensing, Leeds City Council, Civic Hall, Leeds, LS1 1UR

**Application for a premises licence to be granted under the Licensing Act 2003**

**PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST**

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure your answers are inside the boxes and written in black ink. Use additional sheets if necessary. You may wish to keep a copy of the completed form for your records.

I/We XPRESS FOODS UK LTD (insert name(s) of applicant) apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

**Part 1 – Premises Details**

Postal address of premises or, if none, ordnance survey map reference or description <u>BAGUETTE EXPRESS</u> <u>UNIT 3 - 7 DUNCAN STREET</u> <u>LEEDS</u>	
Post town <u>LEEDS</u>	Post code <u>LS1 6DQ</u>

Telephone number of premises (if any) 0113 2454 686

Non domestic rateable value of premises £ 21,500

**Part 2 – Applicant Details**

Please state whether you are applying for the licence as:

- |   |   |
|---|---|
|   | Please tick <input checked="" type="checkbox"/> yes             |
| a) an individual or individuals*                | <input type="checkbox"/> please complete section (A)            |
| b) a person other than an individual*           |   |
| i. as a limited company                         | <input checked="" type="checkbox"/> please complete section (B) |
| ii. as a partnership                            | <input type="checkbox"/> please complete section (B)            |
| iii. as an unincorporated association or        | <input type="checkbox"/> please complete section (B)            |
| iv. other (for example a statutory corporation) | <input type="checkbox"/> please complete section (B)            |
| c) a recognised club                            | <input type="checkbox"/> please complete section (B)            |

- d) a charity  please complete section (B)
- e) the proprietor of an educational establishment  please complete section (B)
- f) a health service body  please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales  please complete section (B)
- ga) a person who is registered under Chapter 2 of part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England  please complete section (B)
- h) the chief officer of police of a police force in England and Wales  please complete section (B)

\*If you are applying as a person described in (a) or (b) please confirm:

Please tick  yes

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or
- I am making the application pursuant to a
  - o Statutory function or
  - o A function discharged by virtue of Her Majesty's prerogative

**(A) INDIVIDUAL APPLICANTS** (fill in as applicable)

Mr  Mrs  Miss  Ms  Other title (for example, Rev)

Surname

First names



Please tick  yes

I am 18 years old or over

Current postal address if different from premises address

Post Town

Postcode

Daytime contact telephone number

Email address (optional)

**SECOND INDIVIDUAL APPLICANT (IF APPLICABLE)**

Mr

Mrs

Miss

Ms

Other title (for example, Rev)

Surname

First names

Please tick  yes

I am 18 years old or over

Current postal address if different from premises address

Post Town

Postcode

Daytime contact telephone number

Email address (optional)

**(B) OTHER APPLICANTS**

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name	XPRESS FOODS UK LTD
Address	96 FOLKESTONE STREET BRADFORD BD3 8AT
Registered number (where applicable)	7880783
Description of applicant (for example, partnership, company, unincorporated association etc.)	LIMITED COMPANY
Telephone number (if any)	0113 2454 686
E-mail address (optional)	XPRESS FOODS UK @ gmail . com

**Part 3 Operating Schedule**

When do you want the premises licence to start?

Day	Month	Year
01	05	2012

If you wish the licence to be valid only for a limited period, when do you want it to end?

Day	Month	Year

Please give a general description of the premises (please read guidance note 1)

FAST FOOD TAKEAWAY WITH LIMITED SEATING UP TO 12.

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend

--

What licensable activities do you intend to carry on from the premises?

(Please see sections 1 and 14 of the Licensing Act 2003 and Schedule 1 and 2 to the Licensing Act 2003)

Please tick  yes

**Provision of regulated entertainment**

- a) plays (if ticking yes, fill in box A)
- b) films (if ticking yes, fill in box B)
- c) indoor sporting events (if ticking yes, fill in box C)
- d) boxing or wrestling entertainment (if ticking yes, fill in box D)
- e) live music (if ticking yes, fill in box E)
- f) recorded music (if ticking yes, fill in box F)
- g) performance of dance (if ticking yes, fill in box G)
- h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)

**Provision of entertainment facilities for:**

- i) making music (if ticking yes, fill in box I)
- j) dancing (if ticking yes, fill in box J)
- k) entertainment of a similar description to that falling within (i) or (j) (if ticking yes, fill in box K)

**Provision of late night refreshment** (if ticking yes, fill in box L)

**Sale by retail of alcohol** (if ticking yes, fill in box M)

In all cases complete boxes N, O and P



**A**

<b>Plays</b> Standard days and timings (please read guidance note 6)			Will the performance of a play take place indoors or outdoors or both – please tick <input checked="" type="checkbox"/> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>			
Mon			Please give further details here (please read guidance note 3)		
Tue					
Wed			State any seasonal variations for performing play (please read guidance note 4)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list (please read guidance note 5)		
Sat					
Sun					

**B**

<b>Films</b> Standard days and timings (please read guidance note 6)			Will the exhibition of a films take place indoors or outdoors or both – please tick <input checked="" type="checkbox"/> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>			
Mon			Please give further details here (please read guidance note 3)		
Tue					
Wed			State any seasonal variations for the exhibition of films (please read guidance note 4)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list (please read guidance note 5)		
Sat					
Sun					

### C

Indoor sporting events Standard days and timings (please read guidance note 6)			Please give further details (please read guidance note 3)
Day	Start	Finish	
Mon			State any seasonal variations for indoor sporting events (please read guidance note 4)
Tue			
Wed			
Thur			
			Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list. (please read guidance note 5)
Fri			
Sat			
Sun			

### D

Boxing or wrestling entertainment Standard days and timings (please read guidance note 6)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick <input checked="" type="checkbox"/> (please read guidance note 2)	Indoors	<input type="checkbox"/>	
Day	Start	Finish		Outdoors	<input type="checkbox"/>	
Mon			Both	<input type="checkbox"/>		
				<input type="checkbox"/>		
Tue				Please give further details here (please read guidance note 3)	<input type="checkbox"/>	
					<input type="checkbox"/>	
Wed					State any seasonal variations for the boxing or wrestling entertainment (please read guidance note 4)	<input type="checkbox"/>
Thur						<input type="checkbox"/>
				<input type="checkbox"/>		
Fri			Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list. (please read guidance note 5)	<input type="checkbox"/>		
Sat				<input type="checkbox"/>		
				<input type="checkbox"/>		
Sun				<input type="checkbox"/>		

**E**

<b>Live music</b> Standard days and timings (please read guidance note 6)			Will the performance of live music take place indoors or outdoors or both – please tick <input checked="" type="checkbox"/> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>		Both	<input type="checkbox"/>
Mon			Please give further details here (please read guidance note 3)		
Tue					
Wed			State any seasonal variations for the performance of live music (please read guidance note 4)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list. (Please read guidance note 5)		
Sat					
Sun					

**F**

<b>Recorded music</b> Standard days and timings (please read guidance note 6)			Will the playing of recorded music take place indoors or outdoors or both – please tick <input checked="" type="checkbox"/> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>		Both	<input type="checkbox"/>
Mon			Please give further details here (please read guidance note 3)		
Tue					
Wed			State any seasonal variations for the playing of recorded music (please read guidance note 4)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list. (please read guidance note 5)		
Sat					
Sun					

# G

<b>Performance of dance</b> Standard days and timings (please read guidance note 6)			<b>Will the performance of dance take place indoors or outdoors or both – please tick <input checked="" type="checkbox"/> (please read guidance note 2)</b>	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b>Please give further details here (please read guidance note 3)</b>		
Mon					
Tue			<b>State any seasonal variations for the performance of dance (please read guidance note 4)</b>		
Wed					
Thur			<b>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list. (please read guidance note 5)</b>		
Fri					
Sat					
Sun					

# H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 6)			<b>Please give a description of the type of entertainment you will be providing</b>		
			<b>Will the entertainment take place indoors or outdoors or both – please tick <input checked="" type="checkbox"/> (please read guidance note 2)</b>	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b>Please give further details here (please read guidance note 3)</b>		
Mon					
Tue			<b>State any seasonal variations for the entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 4)</b>		
Wed					
Thur			<b>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within e, f) or g) at different times to those listed in the column on the left, please list. (please read guidance note 5)</b>		
Fri					
Sat					
Sun					

I

<b>Provision of facilities for making music</b> Standard day and timings (please read guidance note 6)			Please give a description of the facilities for making music you will be providing	
			Will the facilities for making music be indoors or outdoors or both – please tick <input checked="" type="checkbox"/> (please read guidance note 2)	
			Indoors	<input type="checkbox"/>
			Outdoors	<input type="checkbox"/>
			Both	<input type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>	Please give further details here (please read guidance note 3)	
Mon				
Tue				
Wed				
Thur				
Fri				
Sat				
Sun				
			State any seasonal variations for the provision of facilities for making music (please read guidance note 4)	
			Non standard timings. Where you intend to use the premises for the provision of facilities for making music at different times to those listed in the column on the left, please list. (please read guidance note 5)	

J

<b>Provision of facilities for dancing</b> Standard timings (please read guidance note 6)			Will the facilities for dancing be indoors or outdoors or both – please tick <input checked="" type="checkbox"/> (please read guidance note 2)	
			Indoors	
			Outdoors	<input type="checkbox"/>
			Both	<input type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>	Please give further details here (please read guidance note 3)	
Mon				
Tue				
Wed				
Thur				
Fri				
Sat				
Sun				
			State any seasonal variations for providing dancing facilities (please read guidance note 4)	
			Non standard timings. Where you intend to use the premises for the provision of facilities for dancing at different times to those listed in the column on the left, please list. (please read guidance note 5)	

# K

Provision of facilities for entertainment of a similar description to that falling within I or J Standard days and timings (please read guidance note 6)			Please give a description of the type of entertainment facility you will be providing	
Day	Start	Finish	Will the entertainment facility be place indoors or outdoors or both – please tick <input checked="" type="checkbox"/> (please read guidance note 2)	Indoors <input type="checkbox"/>
				Outdoors <input type="checkbox"/>
				Both <input type="checkbox"/>
Mon			Please give further details here (please read guidance note 3)	
Tue				
Wed			State any seasonal variations for the provisions of facilities for entertainment of a similar description to that falling within I or J (please read guidance note 4)	
Thur				
Fri			Non standard timings. Where you intend to use the premises for the provision of facilities for entertainment of a similar description to that falling within I or J at different times to those listed in the column on the left, please list. (please read guidance note 5)	
Sat				
Sun				

# L

Late night refreshment Standard days and timings (please read guidance note 6)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick <input checked="" type="checkbox"/> (please read guidance note 2)	
Day	Start	Finish	Indoors <input checked="" type="checkbox"/>	Outdoors <input type="checkbox"/>
			Both <input type="checkbox"/>	
Mon	23 <sup>00</sup>	02 <sup>00</sup>	Please give further details here (please read guidance note 3)	
Tue	23 <sup>00</sup>	02 <sup>00</sup>		
Wed	23 <sup>00</sup>	02 <sup>00</sup>	State any seasonal variations for the provision of late night refreshment (please read guidance note 4)	
Thur	23 <sup>00</sup>	02 <sup>00</sup>		
Fri	23 <sup>00</sup>	02 <sup>00</sup>	Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times to those listed in the column on the left, please list. (please read guidance note 5)	
Sat	23 <sup>00</sup>	02 <sup>00</sup>		
Sun	23 <sup>00</sup>	02 <sup>00</sup>		

**M**

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 6)			<b>Will the supply of alcohol be for consumption on or off the premises or both – please tick <input checked="" type="checkbox"/> (please read guidance note 7)</b>	<b>On the premises</b> <input type="checkbox"/>
				<b>Off the premises</b> <input type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>		<b>Both</b> <input type="checkbox"/>
<b>Mon</b>			<b>State any seasonal variations for the supply of alcohol (please read guidance note 4)</b>	
<b>Tue</b>				
<b>Wed</b>				
<b>Thur</b>			<b>Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list. (please read guidance note 5)</b>	
<b>Fri</b>				
<b>Sat</b>				
<b>Sun</b>				

<b>State the name and details of the individual whom you wish to specify on the licence as premises supervisor</b>
<b>Name</b>
<b>Address</b>
<b>Postcode</b>
<b>Personal licence number (if known)</b>
<b>Issuing licensing authority (if known)</b>

# N

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 8)

N/A

# O

Hours premises are open to the public Standard days and timings (please read guidance note 6)			State any seasonal variations (please read guidance note 4)
Day	Start	Finish	
Mon	07am	02am	<p>Non standard timings. Where you intend to open the premises to be open to the public at different times from those listed in the column on the left, please list. (please read guidance note 5)</p>
Tue	07am	02am	
Wed	07am	02am	
Thur	07am	02am	
Fri	07am	02am	
Sat	07am	02am	
Sun	07am	02am	



**P**

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

a) General – all four licensing objectives (b, c, d, e) (please read guidance note 9)

SEE BELOW

b) The prevention of crime and disorder

SEE ATTACHED PROforma Risk Assessment.

c) Public safety

SEE ATTACHED PROforma Risk Assessments.

d) The prevention of public nuisance

SEE ATTACHED PROforma Risk Assessment.

e) The protection of children from harm

SEE ATTACHED PROforma Risk Assessment.

Please tick  Yes

- I have made or enclosed payment of the fee
- I have enclosed the plan of the premises
- I have sent copies of this application and the plan to responsible authorities and others where applicable
- I have enclosed the consent form completed by the individual I wish to be premises supervisor, if applicable
- I understand that I must now advertise my application
- I understand that if I do not comply with the above requirements my application will be rejected

**IT IS AN OFFENCE, LIABLE ON CONVICTION TO A FINE UP TO LEVEL 5 ON THE STANDARD SCALE UNDER SECTION 158 OF THE LICENSING ACT 2003 TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION**

**Part 4 – Signatures** (please read guidance note 10)

**Signature of applicant or applicant’s solicitor or other duly authorised agent.** (See guidance note 11). **If signing on behalf of the applicant please state in what capacity.**

Signature	 (M. ASIF SALEEM)
Date	23-05-2012
Capacity	Director

**For joint applications signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant’s solicitor or other authorised agent.** (please read guidance note 12). **If signing on behalf of the applicant please state in what capacity.**

Signature	
Date	
Capacity	

**Contact Name (where not previously given) and address for correspondence associated with this application** (please read guidance note 19)

Post town	Post code
Telephone number (if any)	
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)	

# Licensing Act 2003

## Proforma Risk Assessment V6



Please complete the details below:

Applicant name:	XPRESS FOODS OK LTD
Business name:	BAGUETTE EXPRESS
Business address:	UNIT 3 7 DUNCAN STREET LEEDS LS1 6DQ
	Postcode: LS1 6DQ

### Guidance about this document

1. The Licensing Authority recommends that you complete this specially designed pro forma risk assessment to help you decide what should be entered in your operating schedule to show how you will promote the four licensing objectives.
2. Whilst the Licensing Authority cannot insist you use this document it takes the view that it assists responsible authorities in assessing the operating schedule, promotes discussions and partnership working and will reduce the number of representations and hearings.
3. If you do not use this risk assessment pro forma then you will need to demonstrate how you will meet the licensing objectives by providing other supporting evidence via your operating schedule.

### How to use this document

1. This document has four sections which correspond with the four licensing objectives. In each section you will find information on potential control measures (each with an individual code) which we suggest may help you meet the four licensing objectives.
2. Run through the questions at the beginning of each section and consider the potential control measures listed in the columns beneath.
3. If you are happy to volunteer the control measures as part of your application place a tick in the relevant box in the right hand column. You can then enter the corresponding codes in page 14 of your application form in the boxes which match up with the licensing objectives or simply write "see pro forma risk assessment". These measures will then appear on your licence.

## Crime and Disorder

### CCTV

Does the premises have CCTV?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
If YES:	
Was the siting and standard agreed with West Yorkshire Police (WYP)?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
Have you agreed a policy on the retention and security of the footage with WYP?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
If NO:	
Have you consulted WYP about whether CCTV should be installed?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
(NB unless WYP have agreed CCTV is not required, a representation is likely)	

Suggested measures	Code	✓
A suitable Closed-Circuit Television (CCTV) system will be operational at the premises at all times when licensable activities are being carried out and at any other times where members of the public are present on the premises .	6PF001	X
The CCTV system will cover all areas of the premises occupied by the public under the terms of the licence, including corridors and stairways (excluding WCs and changing rooms).	6PF002	
The CCTV system will cover the main entrance/s and exit/s and designated emergency egress routes from the premises.	6PF003	X
The CCTV system will cover all external areas of the premises occupied by the public, i.e. queuing areas, beer gardens, smoking areas and car parks.	6PF004	
The location of CCTV cameras are identified on the site plan of the premises. No amendments to the locations of the cameras will be made without prior consultation with West Yorkshire Police/British Transport Police and the Licensing Authority	6PF005	X
The CCTV system will be of a satisfactory resolution quality which will enable the identification of persons and activities, and other fine details such as vehicle registration number plates.	6PF006	X
The CCTV system will contain the correct time and date stamp information.	6PF007	X
The CCTV system will have sufficient storage retention capacity for a minimum of 31 days' continuous footage which will be of good quality.	6PF008	X
The CCTV footage will be controlled and kept in a secure environment to prevent tampering or unauthorised viewing. A record will be kept of who has accessed the system, the reason why and when.	6PF009	X
A designated member / members of staff at the premises will be authorised to access the CCTV footage and be conversant with operating the CCTV system. At the request of an authorised officer of the Licensing Authority or a Responsible Authority (under the Licensing Act 2003) any CCTV footage, as requested, will be downloaded immediately or secured to prevent any overwriting. The CCTV footage material will be supplied, on request, to an authorised officer of the Licensing Authority or a Responsible Authority.	6PF010	X

The CCTV system will be capable of securing relevant pictures for review or export at a later date.	6PF011	X
The CCTV system will be adequately maintained and be capable of transporting recorded material onto a removable media.	6PF012	X
The CCTV system replay software must allow an authorised officer of the Licensing Authority or Responsible Authority to search the picture footage effectively and see all the information contained in the picture footage.	6PF013	X
It must be possible to replay exported files immediately e.g. no re-indexing of files or verification checks.	6PF014	X

### Designated Premises Supervisor (DPS)

Will the DPS generally be on site?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Is the DPS contactable in emergency?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
If the DPS is not to be generally on site, have you made arrangements to nominate the supervisor in his/her absence?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Is the Supervisor's Register bound with consecutively numbered pages?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

Suggested measures	Code	✓
A Supervisor's Register will be maintained at the licensed premises, showing the names, addresses and up-to-date contact details for the DPS and all personal licence holders.	6PF015	X
The Supervisors Register will state the name of the person who is in overall charge of the premises at each time that licensed activities are carried out, and this information will be retained for a period of twelve months and produced for inspection on request to an authorised officer.	6PF016	X

### Door Supervisors and Other Security Staff

Do you use registered door supervisors or security staff?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
Are they Security Industry Authority (SIA) registered?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Do you specify a minimum number of door supervisors?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
If YES, state the number of staff _____	
Days (and times) employed _____	
Has this been agreed with WYP?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Do you have a policy with the door supervisor or security company which covers:	
• Vetting customers entering the premises?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
• Is there a prominently displayed written search policy on the premises?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
• Controlling customers entering, within or leaving the premises?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>

• Safeguarding the public within and immediately outside the premises?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
• Notifying WYP at the earliest opportunity of any problems or incidents?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
• Exclusion of persons who have had too much to drink or appear inclined to disorder?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Do you have a Daily Record Register within which door supervisors/security staff sign on and off duty?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Is the Daily Record Register bound with consecutively numbered pages?	YES <input type="checkbox"/> NO <input type="checkbox"/>
Can you identify who was on duty at any particular time?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Do you have an Incident Report Register?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Is the Incident Report Register bound with consecutively numbered pages?	YES <input type="checkbox"/> NO <input type="checkbox"/>

Suggested measures	Code	✓
The minimum number of door supervisors for the premises is _____ Please specify days and hours door supervisors operate on the premises.	6PF017	
The Premises Licence Holder (PLH)/Designated Premises Supervisor (DPS) will ensure that a 'Daily Record Register' is maintained on the premises by the door staff.	6PF018	
The Daily Record Register will contain consecutively numbered pages, the full name and registration number of each person on duty, the employer of that person and the date and time he/she commenced duty and finished duty (verified by the individual's signature).	6PF019	
The Daily Record Register will be retained on the premises for a period of twelve months from the date of the last entry.	6PF020	
Security staff/designated supervisors will be familiar with the premises policy concerning the admission, exclusion and safeguarding of customers whilst in the premises.	6PF021	
The PLH/DPS will ensure that an Incident Report Register is maintained on the premises to record incidents such as anti social behaviour, admissions refusals and ejections from the premises.	6PF022	
The Incident Report Register will contain consecutively numbered pages, the date time and location of the incident, details of the nature of the incident, the names and registration numbers of any door staff involved or to whom the incident was reported, the names and personal licence numbers (if any) of any other staff involved or to whom the incident was reported, the names and numbers of any police officers attending, the police incident and / or crime number, names and addresses of any witnesses and confirmation of whether there is CCTV footage of the incident.	6PF023	
The Incident Report Register will be produced for inspection immediately on the request of an authorised officer.	6PF024	



**Drugs and Offensive Weapons**

Do you have a policy and procedure to prevent use of illegal drugs or weapons (e.g. a search policy)?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
Has this been agreed with WYP?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Does the policy include:	
• recording any search	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
• seizing drugs/weapons found	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
• a purpose made secure receptacle for items seized	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
• informing the police of any search and seizure	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
• prominently display notices to inform customers of the policy	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>

Suggested measures	Code	✓
A policy for searching patrons at the entrance to premises will be adopted and prominently displayed on the premises.	6PF025	
The PLH/DPS will inform West Yorkshire Police as soon as practicably of any search resulting in a seizure of drugs or offensive weapons.	6PF026	
A suitable purpose-made receptacle for the safe retention of illegal substances will be provided and arrangements made for the safe disposal of its contents as agreed with West Yorkshire Police or British Transport Police.	6PF027	
Notices will be prominently displayed at the entrances of the premises which state: <ul style="list-style-type: none"> <li>• a search will be conducted as a condition of entry to premises;</li> <li>• Incidents of crime and disorder will be reported to the police and a full recorded entry will be made in the incident report register.</li> <li>• Entry to the premises will be refused to any person who appears to be drunk, acting in a threatening manner or is violent; or appears to be under the influence of drugs.</li> <li>• entry will be refused to any person who has been convicted of an offence of drunkenness, violent or threatening behaviour or the use or distribution of illegal substances</li> </ul>	6PF028	

**Communication**

Do you subscribe to a form of communication link (radio/text/pager system). The system shall be recognised by the current Business Crime Reduction Partnership for the city, Leeds City Council and West Yorkshire Police.	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
Has this been agreed with WYP?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>

Suggested measures	Code	✓
There will be a communication link via radio to other venues in the city centre. This will be the system recognised by the current Business Crime Reduction Partnership for the city, Leeds City Council and West Yorkshire Police	6PF029	

Such communication link will be kept in working order at all times when licensable activities are taking place	6PF030	
The communication link will be available to the Designated Premises Supervisor or other nominated supervisor and be monitored by that person at all times that licensed activities are being carried out.	6PF031	
Any police instructions or directions given via the link will be complied with whenever given.	6PF032	
All incidents of crime or disorder will be reported via the link to an agreed police contact point.	6PF033	

N/A

**Responsible Sale of Alcohol (cont)**

Proof of Age

Have you adopted a proof of Age Scheme? YES  NO  N/A

Have all staff been instructed of the steps required to prevent under age sales of alcohol? YES  NO  N/A

Glass and Bottles YES  NO  N/A

Do you have a policy for the frequent collection of glasses and bottles?

Do you take steps to prevent glasses/bottles being removed from the premises, e.g. instruction to door/bar staff, display of notices? YES  NO  N/A

Do you use plastic or toughened polycarbonate (or similar) drinking glasses/bottles when necessary? YES  NO  N/A

Alcohol Designated Public Places Orders

If your premises are in the area of an Alcohol Designated Public Places Order (DPPO), do you prominently display notices advising customers of the Order and its effects? YES  NO  N/A

Suggested measures	Code	✓
The PLH/DPS staff will ask for proof of age from any person appearing to be under the age of 21/25 who attempts to purchase alcohol at the premises. Or	6PF034	
The PLH/DPS staff will ask for acceptable evidence (as agreed by WYP / WYTSS) from any person appearing to be under the age of 21/25 who attempts to purchase alcohol at the premises.	6PF035	
<u>Glass and Bottles</u>  Drinks, open bottles and glasses will not be taken from the premises at any time. Empty bottles and glasses will be collected regularly and promptly. Glass and other sharp objects will be stored and disposed of safely using suitable receptacles. Receptacles will be secured and not accessible to the customers.	6PF036	
The PLH/DPS will prominently display notices which inform customers that open bottles or glasses may not be taken off the premises.	6PF037	



Plastic or toughened polycarbonate (or similar) glasses/bottles will be used in all outdoor areas.	6PF038	
Plastic or toughened polycarbonate (or similar) glasses/bottles will be used when requested by West Yorkshire Police / British Transport Police (e.g. football match days)	6PF039	
<u>Alcohol Designated Public Places Orders</u> Notices indicating the existence and effect of an Alcohol Designated Public Places Order will be prominently displayed at the exits to the premises.	6PF040	

**Responsible Sale of Alcohol (cont)** *W/A*

<u>Membership of a Recognised Body</u> Do you belong to a Licensees Association/Body	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
If YES, please state which body .....	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
<u>Exclusion from Premises</u> Do you operate a system of excluding customers who are known to cause problems?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
If YES:	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
• is this your own system or	
• a system run by a local licensees body	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
<u>Dispersal Policy</u> Do you have a written dispersal policy (e.g. A policy on how you disperse your clientele from your premises to reduce the risk of anti social behaviour)	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
If YES:	
• Was this agreed with WYP (and BTP where applicable)?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
• Are all bar and door staff trained on the policy?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>

Suggested measures	Code	✓
The PLH/DPS will belong to a recognised trade body or Pub Watch Scheme where one exists, whose aims include the promotion of the licensing objectives	6PF041	
The PLH/DPS will operate to a written dispersal policy which ensures the safe and gradual dispersal of customers from the premises. The policy will be agreed with WYP. The PLH/DPS will ensure that staff receive training on the policy.	6PF042	

**Entertainment of an Adult Nature e.g. Strip Tease Dancing or Nude Dancing**

Do you provide any entertainment consisting of striptease or nude dancing including where dancers are wearing 'see through' clothing or the show includes sexual stimulation?	YES <input type="checkbox"/> NO <input type="checkbox"/> <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
Please note that should you provide relevant entertainment more than 12 occasions per 12 month period or more frequently than monthly you will be required to apply for a Sex Establishment licence.	

<b>Suggested measures</b>	<b>Code</b>	<b>✓</b>
Entertainers will be aged no less than 18 years.	6PF043	
Price lists will be clearly displayed at each table and at each entrance to the premises.	6PF044	
Entertainers will only be present in the licensed area in a state of nudity when they are performing on stage or providing a private dance.	6PF045	
Any person on the premises who can be observed from outside the premises will be properly and decently dressed.	6PF046	
Entertainers will only perform on the stage area, or in areas identified on the plan attached to the licence.	6PF047	
Relevant entertainment will only be performed by the entertainer. There must be no audience participation. There must be no physical contact between entertainers.	6PF048	
Customers will not touch the breasts or genital area of entertainers. Entertainers will not directly or indirectly touch the breasts or genital area of customers.	6PF049	
Any performance will be restricted to dancing and the removal of clothes. There will not be any other form of sexual activity or stimulation which, for the avoidance of doubt, includes kissing.	6PF050	
Sex toys must not be used and penetration of the genital area by any means must not take place.	6PF051	
Customers will not be permitted to throw money at the entertainers.	6PF052	
All areas used for private dances must be visible to supervision and must not have closing doors or curtains that prevent performances from being observed.	6PF053	
All areas used for private dances must be directly supervised by either a SIA registered door supervisor, or a member of staff who has direct contact with SIA registered door supervisors working on the premises at all times the booths/areas are in use. Direct supervision does not include remote supervision by CCTV.	6PF054	

Public Safety

Management Arrangements

Suggested measures	Code	✓
Before opening to the public, checks will be undertaken to ensure all access to the premises are clear for emergency vehicles. Regular checks will be undertaken when the premises is open.	6PF055	X
Written records of all accidents and safety incidents involving members of the public will be kept. These will be made available at the request of an authorised officer.	6PF056	X
During opening hours the cellar door must be kept locked or adequately supervised to prevent unauthorised access by the public.	6PF057	X
A suitably trained and competent person must ensure regular safety checks of the premises including decorative and functional fixtures, floor surfaces and equipment (including electrical appliances) to which the public may come into contact are undertaken. Records of these safety checks must be kept and made available for inspection by an authorised officer.	6PF058	X
Empty bottles and glasses will be collected regularly paying particular attention to balcony areas and raised levels.	6PF059	X
Electrical installations will be inspected on a periodic basis (at least every 3 years or at a frequency specified in writing) by a suitably qualified and competent person. Inspection records/certificates will be kept and made available at the request of an authorised officer. If used, any temporary electrical wiring and distributions will also be inspected. Inspection records/certificates will be kept. These will be made available at the request of an authorised officer.	6PF060	X
<p>One of the following protective measures shall be used for all socket-outlets which may be used for the connection for lighting, video or sound amplification equipment and display models:</p> <p>a) Each socket-outlet circuit will be protected by a residual current device having a rated residual operating current not exceeding 30mA, or</p> <p>b) Each individual socket-outlet will be protected by an integral residual current device having a rated residual operating current not exceeding 30mA.</p> <p>The current operation of all residual current devices will be checked regularly by pressing the test button. If the device does not switch off the supply, an electrical contractor should be consulted. At the same time action should be taken to prohibit the use of socket outlets associated with a faulty residual current device.</p>	6PF061	X

## General Housekeeping

Do you have written procedures for the inspection of:

- |  |  |
|--|--|
| • Furnishings and fabrics                            | YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input checked="" type="checkbox"/> |
| • Suspended decorations/lights/amplification systems | YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input checked="" type="checkbox"/> |
| • Guarding to stairs/balconies/landings/ramps        | YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input checked="" type="checkbox"/> |
| • Condition of floor surfaces                        | YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input checked="" type="checkbox"/> |
| • Provision of safety glazing                        | YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input checked="" type="checkbox"/> |
| • Guardings to fires or open flames                  | YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input checked="" type="checkbox"/> |

Suggested measures	Code	✓
Regular safety checks of guardings to stairs, balconies, landings and ramps will be undertaken, and a supervision policy will be maintained to prevent people from inappropriate behaviour, including climbing which may lead to a fall from height.	6PF062	X
Safety glass that is impact resistant or shielded to protect it from impact will be used in all areas where the public may come into contact with it.	6PF063	X
A written spillage policy will be kept to ensure spillages are dealt with in a timely and safe manner.	6PF064	X

## Refreshments

Do you prepare hot food / drinks in proximity to the public? YES  NO  N/A

If YES: YES  NO  N/A   
Has the risk of scalding or burns been assessed?

Suggested measures	Code	✓
Members of the public will be prevented from accessing hot food and drink preparation areas to prevent risk of scald or burns.	6PF065	✓

**First Aid**

Do you have staff trained in First Aid? YE S  NO  N/A

If YES, please state numbers 2

Do you provide facilities for treatment of minor injuries (e.g. First Aid box)? YES  NO  N/A

Do you have procedures for dealing with customers who are unwell including those who appear to be affected by drugs / alcohol)? YES  NO  N/A

Suggested measures	Code	✓
A suitably trained First Aider or appointed person will be provided at all times when the premises are open.	6PF066	
An appropriately qualified medical practitioner will be present throughout any sporting entertainment.	6PF067	
Staff holding a current qualification issued by a recognised national body in rescue and life safety procedures will be stationed and remain in the vicinity of the water at all material times.	6PF068	
Adequate and appropriate First Aid equipment and materials will be available on the premises at all times.	6PF069	
A procedure for dealing with unwell members of the public will be in place including those who appear to be affected by alcohol or drugs. Staff will be appropriately trained in such procedures.	6PF070	

**Special Effects**

Do you use special effects on the premises, e.g. strobes, lasers, smoke machines or fireworks? YES  NO  N/A

If yes, please give details :

Suggested measures	Code	✓
A written health and safety policy covering all aspects of the safe use of strobes, lasers, smoke machines or any other special effects, will be provided and staff will be appropriately trained.	6PF071	
No strobes, lasers or smoke machines will be used at the premises unless there is a clearly displayed warning at the entrance to the premises that such equipment is in use.	6PF072	

## Public Nuisance

### Noise and Vibration

N/A

#### Noise and vibration

Identify the potential sources of noise and vibration which apply to your premises:

- Amplified music
- Unamplified music
- Singing and speech
- Waste disposal, including bottle bins
- Plant and machinery, including extraction systems
- Food preparation
- Cleaning

Identify where sources of noise may occur outside your premises:

- Beer garden
- Play area
- Car park
- Temporary structure
- Plant and equipment

Identify which measures are in place/proposed:

- Soundproofing
- Air conditioning to allow windows to be kept closed
- Sound limiters
- Use of lobby doors
- Cooling down period with reduced music volume
- Fixed and appropriate times for collection of waste
- Restricted use of outdoor areas
- No external loud speakers

Are the premises located near noise sensitive properties, e.g. residential areas, residential homes, hospitals? YES  NO  N/A

Applicants should refer to the Clean Neighbourhoods and Environment Act 2005 which has amended the Noise Act 1996 to introduce "night noise offences" for licensed premises in completing this section.

Suggested measures	Code	✓
Licensable activities will be conducted and the facilities for licensed activities will be designed and operated so as to prevent the transmission of audible noise or perceptible vibration through the fabric of the building or structure to adjoining properties	6PF073	
Noise from a licensable activity at the premises will be inaudible at the nearest noise sensitive premises.	6PF074	
There will be no external loudspeakers	6PF075	
Bottles will not be placed in any external receptacle after 23.00 hours and 07.00 hours to minimise noise disturbance to neighbouring properties	6PF076	

Noise from plant or machinery will be inaudible at the nearest noise sensitive premises during the operation of the plant or machinery. Plant and machinery will be regularly serviced and maintained to meet this level.	6PF077	
The PLH/DPS will ensure patrons use beer gardens, external areas and play areas in a manner which does not cause disturbance to nearby residents and business in the vicinity. Patrons will not use such areas after 21:00/22:00/23:00* *Please delete as appropriate.	6PF078	
The activities of persons using the external areas will be monitored after 23:00hrs and they will be reminded to have regard to the needs of local residents and to refrain from shouting and anti social behaviour etc when necessary,	6PF079	
The PLH/DPS will adopt a "cooling down" period where music volume is reduced towards the closing time of the premises.	6PF080	

**Litter**

Does the premises sell takeaway food, drinks or other produce/packaging which may generate litter/waste? YES  NO  N/A

If YES, please identify the steps taken to prevent nuisance caused by litter:

.....

.....

- Provision of litter bins
- Display of notices to customers
- Warnings/advice on packaging
- Instructions to staff to periodically clear litter from the street around the premises
- Other (please specify) .....

Suggested measures	Code	✓
The PLH/DPS will ensure that litter arising from people using the premises is cleared away regularly and that promotional materials such as flyers do not create litter	6PF081	<input checked="" type="checkbox"/>

**Transport/Pedestrian Movement**

Do you have a procedure to ensure that local residents and businesses are not disturbed by customers entering and or leaving your premises: YES  NO  N/A

If YES:

What steps do you take to ensure that the procedure(s) works?



Suggested measures	Code	✓
Clear and legible notices will be displayed at exits, car parks and other circulatory areas requesting patrons to leave the premises quietly having regard to the needs of local residents, in particular emphasising the need to refrain from shouting, slamming car doors, sounding horns and loud use of vehicle stereos and anti-social behaviour.	6PF082	<del>✓</del>
SIA Registered door staff will be employed and used where queues are likely to form to manage the queues and ensure: Queues are restricted to cordoned areas to prevent them obstructing footpaths and spilling out onto roads, and to keep noise and obstructions away from residential property.	6PF083	
The premises supervisor and any door supervisors will monitor the activity of persons leaving the premises and remind them of their public responsibilities where necessary.	6PF084	
A facility will be provided for customers to order Hackney taxis/private hire vehicles. Telephone numbers for taxi firms/private hire companies will be displayed in a prominent position on the premises.	6PF085	



**Protection of Children from Harm**

**Entertainment of an Adult Nature**

Do you provide entertainment of a sexual or adult nature (including strong or offensive language)? YES  NO  N/A

If so, do you only provide the adult entertainment at certain times/days of the week? YES  NO  N/A

Is your premises located near to premises which are children orientated? YES  NO  N/A

Suggested measures	Code	✓
People under 18 (including staff) will not be admitted to the premises at any time when entertainment of a sexual or adult nature is being provided.	6PF086	
The PLH/DPS will provide clear signage that entertainment of an adult nature is occurring which is not suitable for under 18s.	6PF087	
Measures will be put in place for ensuring non-admission to persons under 18 years of age when entertainment of an adult nature is taking place, such as door supervision and age checks (including staff)	6PF088	
The PLH/DPS will not display outside the premises photographs or other images which indicate and suggest that striptease or similar entertainment takes place on the premises.	6PF089	
Any person on the premises who can be observed from outside the premises will be properly and decently dressed.	6PF090	
Any written, visual or auditory advertisement material, posters, signage or window display must not be of a sexually explicit or suggestive nature, will not contain images or text of a sexually explicit, obscene or offensive nature and must be approved by the council in writing.	6PF091	

**Under Age Sales of Alcohol**

Do the premises sell or supply alcohol? YES  NO  N/A

Suggested measures	Code	✓
People under 18 years of age will not be admitted.	6PF092	

**Gambling**

Is there a strong element of gambling on the premises? YES  NO  N/A

Suggested measures	Code	✓
People under 18 (including staff) will not be admitted to the premises at any time when gambling is taking place.	6PF093	

or		
There will be sufficient physical screening of the relevant entertainment from view of those under 18 years.	6PF094	

### Performers Under 18

Do entertainment performances include performances by children and young persons under 18 years of age? YES  NO  N/A

NOTE The Children (Performance) Regulations 1968 as amended – continue to apply but are not conditions on the licence as that would be duplication

Suggested measures	Code	✓
The PLH/DPS will provide an adequate number of suitable adult supervisors who can provide care for the children as they move from stage to dressing room etc, and to ensure that all children can be accounted for in case of an evacuation or an emergency.	6PF095	
The venue will be suitable to accommodate safely the numbers of children intended.	6PF096	
All supervisors and crew will receive instruction on the fire procedures applicable to the venue prior to the arrival of the children	6PF097	
The PLH/DPS will ensure that all special effects e.g. flashing lights, dry ice, smoke etc are suitable for the children involved in the performance.	6PF098	

### Entertainment and/or Facilities Specifically Provided for Children

Is any entertainment/facilities specifically provided for children? YES  NO  N/A

If yes are the children unaccompanied or supervised by staff without parental presence (including where parents are elsewhere in the licensed premises). YES  NO  N/A

Do you provide young persons discos or similar entertainment? YES  NO  N/A

Suggested measures	Code	✓
The PLH/DPS will ensure that an adult supervisor is stationed in the area(s) or levels which are occupied by children. The supervisors will be placed in the vicinity to exits to the premises. There will be one supervisor per 50 children at all times.	6PF099	
For closely seated audiences, i.e. theatres and cinemas, the ratio of supervisors will be 1 per 25 children, provided that where the children are in the charge of an adult organiser such organisers will be regarded as attendants to an extent not exceeding half of the number of attendants required by the above condition 4PF088.	6PF100	
No child will be permitted to occupy the front row of any balcony gallery or tier, unless accompanied by and in the charge of a person who appears to have attained the age of 16 years.	6PF101	

Close supervision will be held when children use balconies and other raised areas.	6PF102	
Upon egress from the premises the Licensee will deploy staff on exit doors and within the vicinity of the premises to ensure the safe dispersal of children and the premises will not close until all children have left the area.	6PF103	

**Child Protection Measures**

Do you have a system for ensuring the suitability of staff who work closely with children? YES  NO  N/A

If YES state measures used:

Are your premises located near any adult orientated premises e.g. an adult retail sex shop or amusement arcade? YES  NO  N/A

Suggested measures	Code	✓
The PLH/DPS will perform the necessary background checks including relevant police checks on all potential staff before offering them employment. The Licensee will report any child related concerns to the police he/she has about potential staff, existing staff and customers.	6PF104	
The PLH/DPS will ensure staff receive training to deal with unaccompanied children on the premises and prevent them from harm.	6PF105	
The PLH/DPS will comply with the written guidance for protecting children from harm issued by Leeds City Council, Department of Social Services.	6PF106	
The PLH/DPS will liaise with any adult orientated premises close to his/her premises which the Licensee suspects are at risk of admitting underage children from his/her own premises.	6PF107	

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**Baguette Express, Unit 3, Duncan Street, Leeds LS1 6DQ**

**Application for the Grant of a Premises Licence**



Km 0.02 0.04 0.06 0.08 0.1 0.12 0.14 0.16 0.18 0.2

This map is based upon the Ordnance Survey's Digital Data with the Permission of the Ordnance Survey on behalf of the Controller of Her Majesty's Stationary Office

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<b>Date:</b>	29 June 2012
<b>Scale:</b>	1:1250

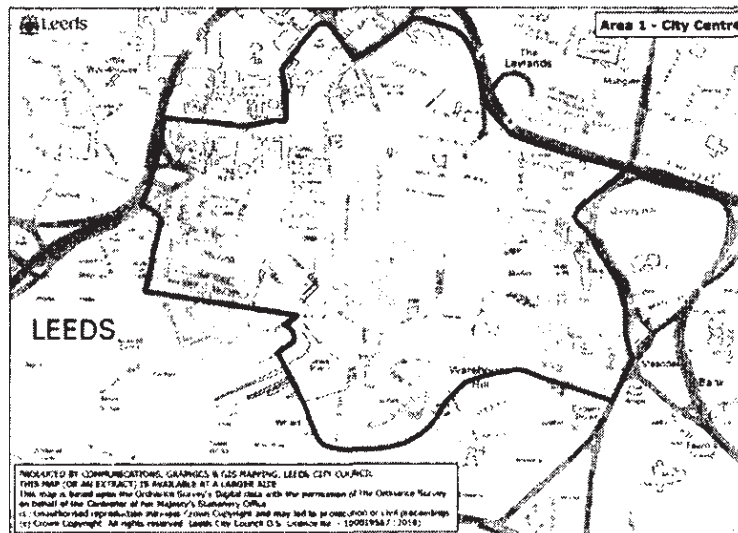
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### Cumulative Impact Policy

Area 1 as defined on the map relates to the city centre.

Fig 1



It is the council's policy, on receipt of relevant representations, to refuse new and variation applications in Area 1 for alcohol led premises such as bars, pubs and nightclubs and for premises seeking late night refreshment such as takeaways and late opening restaurants, unless the applicant can demonstrate that their application would not impact on the cumulative effect of such licensed premises in the area.

### Rationale

In the five years since the cumulative impact policy for the city centre was introduced, the City Centre has changed. Recent crime statistics show three main hot spots for crime and disorder:

1. Call Lane, Boar Lane and the area behind the Corn Exchange
2. Woodhouse Lane, Merrion Way and Wade Lane
3. The east end of The Headrow and New Briggate

Other areas of concern include the Eastgate area and Briggate.

The council has noticed an increase in applications for premises licences in the Park Square area. It is feasible that this is due to displacement from the East Parade/Greek Street/Park Row part of the cumulative impact policy.

On reviewing these facts and the previous cumulative impact policy, the council has amended the geographical area of the cumulative impact policy to incorporate the crime hotspots and the Park Square area.

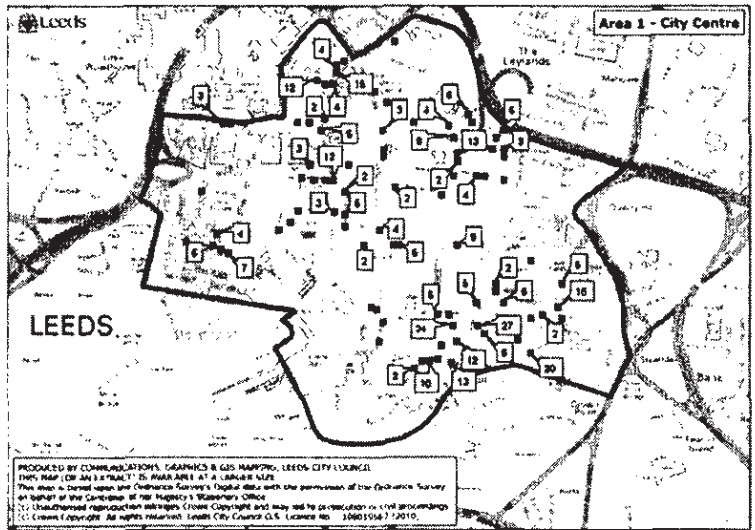
In addition there is rising concern about premises which have not been included within the scope of the previous policy, such as restaurants serving hot food and drink after 11pm. These premises have also contributed to crime, disorder and public nuisance in the city centre.

The previous policy referenced high volume vertical drinking establishments. This reference has been removed as it is recognised that all alcohol led licensed premises can contribute to crime and disorder in the area, not just those that are classified as "high volume vertical drinking" establishments.



**Evidence**

**Fig 2**



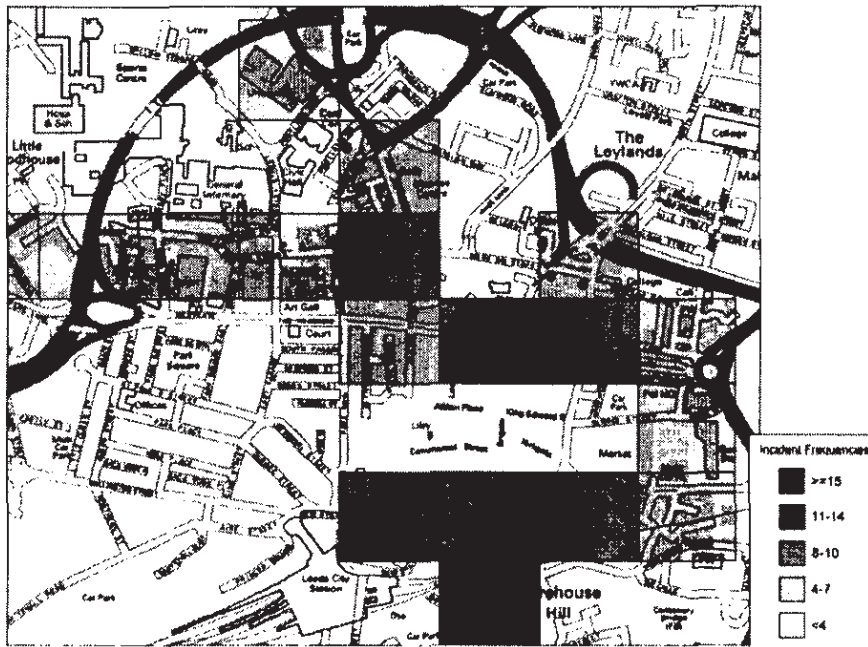
**Nuisance reports in Area 1 (2005 – 2010)**

Fig 2 shows the number and location of nuisance reports received by Leeds City Council, relevant to licensed premises in Area 1 since 2005.

Police analysis has shown the following key findings relating to serious crime in Area 1:

- 94% of serious violent offences have been committed in the night-time economy (NTE) period.
- 63% of offences committed in the NTE are affected by alcohol
- 20% of offences committed in the NTE are committed within licensed premises
- Between 2008 and 2009 incidents have increased by 26 equating to a 32% rise.

**Fig 3**

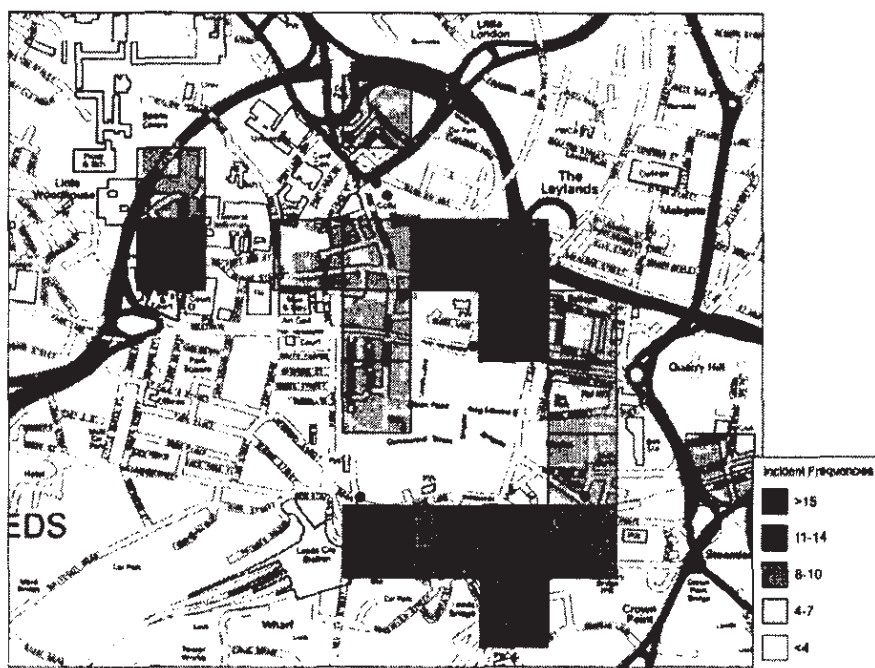


**Serious Violent Crime hot-spots**

Fig 3 shows density of serious violent crime offences in Area 1. The coloured dots are licensed premises however, have not been identified individually by name.



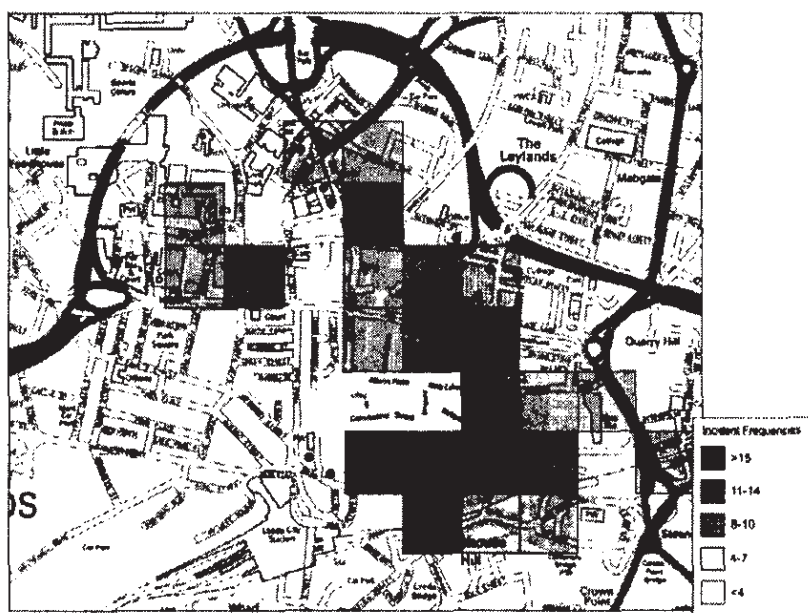
Fig 4



**Assault hot-spots**

Fig 4 shows density of assault offences in Area 1.

Fig 5



**Anti-Social Behaviour hot-spots**

Fig 5 shows density of anti-social behaviour offences in Area 1.

The current CIP for Area 1 (Licensing Act 2003 Statement of Licensing Policy 2008-2010) does not cover large parts of the city centre which currently suffer from nuisance and crime attributable to licensed premises.

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Extracted from the Final Consultation Report published in December 2010 which presented the findings of the review of the cumulative impact policies and the subsequent public consultation on the amended Statement of Licensing Policy which took place in 2010. The full report is available from Entertainment Licensing.

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## APPENDIX D



Xpress Foods UK Ltd  
96 Folkestone Street  
Bradford  
BD3 8AT

Environmental Protection Team  
Leeds City Council  
Knowsthorpe Gate  
Cross Green  
Leeds LS9 0NP

Contact: Mrs. Vanessa Holroyd  
Tel: 0113 395 1162  
Fax: 0113 247 4947  
vanessa.holroyd@leeds.gov.uk  
Our reference: PREM/03198/001  
14 June 2012

Dear Sir/Madam

### Licensing Act 2003

**Name of Premises: Baguette Express**

**Address: Unit 3, 7 Duncan Street, Leeds, LS1 6DQ**

Thank you for submitting your application for the above premises.

The application premises is a recently opened sandwich shop situated in a retail parade in the city centre with a late night basement bar below and residential accommodation above. The premise is located in Cumulative Impact Policy area 1.

The premise is currently trading as a sandwich shop only with A1 use and its hours under planning are restricted to 08.00 hours to 18.00 hours Monday to Friday, 08.00 hours to 17.00 hours on Saturdays and standard hours on Sundays.

There is planning permission for A5 (Hot Food Take Away) use of this premises with opening hours allowed 09:00 to 24:00 Monday to Saturday and 10:00 hours to 24:00 hours Sunday but the applicant has not applied to discharge the conditions which would allow it to trade as A5.

This licensing application is for the premises to be a fast food takeaway to have opening hours Monday to Sunday 07:00 to 02:00 hours the following day with Late Night refreshment from 23:00 to 02:00 hours the following day. Should this application be granted then planning approval will need to be sought for those hours as well as A5 use.

Noise complaints have been received about a licensed premise in the parade since 2010 and legal notices have been served for statutory noise nuisance from raised voices in their outside area as well as amplified music. The most recent noise complaint was received in May 2012.



The hours applied for with very early opening and very late closing are likely to give rise to public nuisance from customers arriving and leaving, noise being transmitted through the structure to residents above and also from early morning deliveries. Also there is insufficient information provided with this application as to how you will meet the licensing objective of prevention of public nuisance.

Therefore, in view of the above circumstances and that the premise is in a Cumulative Impact Area, this Department fully objects to the application being granted.

Yours faithfully

Mrs. Vanessa Holroyd  
Senior Environmental Health Officer