



LICENSING SUB-COMMITTEE

MEETING TO BE HELD IN CIVIC HALL, LEEDS ON
MONDAY, 21ST JULY, 2014 AT 10.00 AM

MEMBERSHIP

Councillors

M Ingham Burmantofts and Richmond Hill;
J Dunn Ardsley and Robin Hood;
G Wilkinson Wetherby;

Agenda compiled by:
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Governance Services
Civic Hall
LEEDS LS1 1UR
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A G E N D A

Item No	Ward	Item Not Open		Page No
1			<u>PRELIMINARY PROCEDURES</u> ELECTION OF THE CHAIR	
2			APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS To consider any appeals in accordance with Procedure Rule 15.2 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded) (*In accordance with Procedure Rule 15.2, written notice of an appeal must be received by the Head of Governance Services at least 24 hours before the meeting)	

Item No	Ward	Item Not Open		Page No
3			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</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>RESOLVED – 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>LATE ITEMS</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>DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS</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 13-16 of the Members' Code of Conduct.</p> <p><u>HEARINGS</u></p>	
6	Weetwood		<p>APPLICATION TO VARY A PREMISES LICENCE HELD BY CARNEGIE SPORTS CENTRE UNIVERSITY SPORT, CARNEGIE FACILITY, HEADINGLEY CAMPUS, LEEDS, LS6 3QS</p> <p>To consider the report of the Head of Licensing and Registration on an application received to vary a premises licence held by Carnegie Sports Centre University Sport, Carnegie Facility, Headingley Campus, Leeds, LS6 3QS</p>	1 - 28

Third Party Recording

Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda.

Use of Recordings by Third Parties– code of practice

- a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title.
- b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete.



Report author: Miss Janice Archibald
0113 2474095

Report of the Head of Licensing and Registration

Report to the Licensing Sub Committee

Date: 21st July 2014

Subject: Application to vary a premises licence held by Carnegie Sports Centre University Sport, Carnegie Facility, Headingley Campus, Leeds, LS6 3QS

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Weetwood		
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 to vary a premises licence, held by Leeds Metropolitan University, for Carnegie Sports Centre University Sport, Carnegie Facility, Headingley Campus, Leeds, LS6 3QS.

A full description of the variation can be seen at 3.3 of this report.

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

The application has attracted representations from other persons.

1.0 Purpose of this Report

- 1.1 To advise Members of an application made under section 34 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 The premises currently have the benefit of a premises licence which was applied for in February 2006. The application was for Indoor sporting events, recorded music, anything of a similar description, from 08:00 to 23:00 Monday to Friday and 09:00 to 20:00 Saturday and Sunday.
- 2.2 This application was deemed granted as no representations were received.
- 2.3 A copy of the existing licence is attached at Appendix A.

3.0 The Application

- 3.1 The applicant is Leeds Metropolitan University,
- 3.2 The application form may be found at Appendix B to this report.
- 3.3 In summary the application is:

To include the Sale of alcohol on the premises every day from 12:00 until 22:00, and to extend the regulated entertainment as above from 09:00 – 20:00 to 09:00 to 22:00 on a Saturday and Sunday.

Non Standard Timings:

No non-standard timings for bank holidays or special occasions are proposed.

4.0 Other matters relevant to the application

4.1 Equality and Diversity / Cohesion and Integration

- 4.2 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

5.1 The applicant proposes to take the steps already conditioned on the current premises licence.

6.0 Licensing Hours

6.1 Members are directed to paragraphs 6.8 to 6.15 for the Statement of Licensing Policy which states the criteria that will be applied to any decision for new applications or variations which include extending hours.

6.2 In brief the Policy states at 6.14 that restrictions may be made to the proposed hours of use where, after receiving relevant representations, the council considers it appropriate for the promotion of the licensing objectives to do so. The council will take into account the existing pattern of licensed premises in an area when considering what is appropriate to promote the objectives. Applications which are significantly out of character for a locality will need to demonstrate that granting the hours sought will not impact on the licensing objectives, given the potential for neighbouring premises to seek the same additional hours to prevent rivals gaining a commercial advantage.

6.3 A list of premises in the local area and their licensed hours and activities is provided at appendix C.

7.0 Location

7.1 A map which identifies the location of this premises is attached at Appendix D.

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 another person, must not be frivolous or vexatious.

8.2 Representations from Responsible Authorities

8.2.1 There have been no representations from responsible authorities.

8.3 Other representations

8.3.1 The application has attracted representations from other persons.

8.3.2 The Licensing Section is in receipt of one individual letter and a petition containing eight signatures, all of which are opposed to this application on the grounds of noise nuisance.

8.3.3 Copies of the representations are at Appendix E.

9.0 Options Available to Members

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

- Grant the variation as requested.
- Grant the variation whilst imposing additional conditions and/or altering in any way the proposed operating schedule.
- Exclude any licensable activities to which the application relates.
- 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

Details of premises licence

For: Carnegie Sports Centre

This document provides details of the premises licence issued to the stated premises and is not a licence itself.

Licence number: PREM/02213

Premises the licence relates to: Carnegie Sports Centre, University Sport, Carnegie Facility, Headingley Campus, Leeds, LS6 3QS

Date licence first effective: 22nd March 2006

Date current version effective from: May 23, 2013

Licensable activities authorised by the licence:

Indoor sporting events
Monday to Friday 08:00 - 23:00
Saturday & Sunday 09:00 - 20:00

Performance of recorded music
Monday to Friday 08:00 - 23:00
Saturday & Sunday 09:00 - 20:00

Entertainment similar to live music, recorded music or dance
Monday to Friday 08:00 - 23:00
Saturday & Sunday 09:00 - 20:00

Opening hours of the premises:

Monday to Friday 08:00 - 23:00
Saturday & Sunday 09:00 - 20:00

Premises licence holder(s):

Leeds Metropolitan University, Civic Quarter, Calverley Street, LS1 3HE

Access to the premises by children

Access to the premises by children is unrestricted

Annex 1 – Mandatory Conditions

None

Annex 2 – Conditions consistent with the operating schedule

Additional details in respect of licensable activities authorised by this licence

Indoor sporting events

Further details: Camp Carnegie held during the Easter Break and Summer vacation involves sporting events (always appropriately supervised) - please refer to attached leaflet.

Performance of recorded music

Location of activity: Both indoors and outdoors

Further details: The playing of recorded music at events.

Entertainment similar to live music, recorded music or dance

Location of activity: Both indoors and outdoors

Concerns in respect of children: None

Conditions consistent with the operating schedule relating to the licensing objectives

Public safety

1. At any licensed function, no child shall be permitted to occupy any seat in the front row of the balcony, gallery or tier unless accompanied by, or in the charge of, a person who appears to have attained the age of 16 years.
2. The building in which the licensed premises are situated should be provided with adequate safeguards against fire and supplied with ample safe and maintained means of egress from all parts of the building for use of the public and all persons engaged therein, regard being had to the purpose for which the premises are intended to be used and the number of persons likely to be assembled at any one time therein.
3. The throwing of any missiles should not be permitted during any licensed events.
4. Only the use of plastic drinks containers should be permitted for the consumption of any drinks during licensed events.
5. No member of the audience seated or otherwise should be permitted within 2 metres of the ring side during any wrestling/boxing events.
6. Any ring side mats (crash mats etc), used at events should be held in position and prevented from becoming dislodged at any time during a licensed event.
7. All passages, corridors, ramps and stairways to which the public have access and which lead from the premises to the outside of the building in which the licensed premises are situated shall, at all times when the public is on the premises, be kept free from obstruction.
8. Every door in the building for use by members of the public going from the licensed area to the outside of the building shall be constructed so as to open outwards, unless the Licensing

Authority shall have been satisfied that this is impracticable in the circumstances of the particular case and shall be capable of being opened easily and immediately from the inside, when required.

9. Where, with the prior consent of the Licensing Authority, doors or gates across exits open inwards, they shall be fastened fully open so as not to form an obstruction and the closing of collapsible gates or shutters across exit openings shall be prohibited while the audience is in the building.
10. All fastenings on exit doors which cannot be immediately released by horizontally applied pressure, shall be removed or otherwise rendered inoperative to the satisfaction of Building Standards.
11. All exits used by the public in leaving the premises, shall be clearly indicated with the word 'EXIT'. Doors and openings other than exits to or from parts of the licensed premises to which the public is admitted shall be provided with notices indicating their uses or shall be marked 'Private', and wherever practicable, shall be kept secured. Where exit doors are fitted with automatic bolts, they shall be clearly indicated with the words, 'PUSH BAR TO OPEN'.
12. Where curtains are provided across an exit doorway, they shall be divided at the centre and shall not trail on the floor.
13. Any seating in the licensed premises shall be so arranged as to allow free access to all exits therefrom.
14. For a closely seated audience, chairs shall be either securely fixed to the floor or alternatively shall be battened securely together in units of not less than four seats. Adequate gangways, not less than 1050 mm wide, unless otherwise approved by the Licensing Authority, shall be provided. The gangways shall lead directly to each exit door and shall be kept free from obstruction. No seat shall be more than 12 ft from any gangway.
15. Seating in invalid chairs other than engine driven chairs will be permitted subject to any conditions imposed by Leeds City Council (Building Standards).
16. The licensee shall be assisted by a sufficient number of attendants properly trained in their duties to assist persons entering or leaving the premises.. An adequate number of uniformed attendants shall be present to maintain good order, the number of attendants being not less than the number of exits available from each floor level of the auditorium and all attendants shall wear either distinctive clothing or suitable armbands.
17. Every member of staff shall be instructed in the safety precautions to be observed in the premises so far as those precautions relate to his duties and to the action to be taken by him in the event of fire or emergency.
18. The licensed premises shall be provided with fire appliances suitable to the fire risk in the premises and to the satisfaction of the Chief Fire Officer of the West Yorkshire Fire and Rescue Service. The fire appliances shall be maintained in good working order and shall be available for instant use. The licensee and all members of staff shall be properly instructed in the protection of the premises from fire and the use of the fire appliances provided.
19. All drapery and curtains used within the licensed premises shall be made of such material or shall be treated and maintained so as to be flame retardant.
20. Where any open fireplaces or high temperature heating appliances are used, they shall be adequately protected by a suitable guard. In the event of the heating being done by a central heating system, the heating apparatus shall be placed in a separate room from the performance area. If there is any door between this room and the performance area, the door should be self-closing and fire-resisting to a 1 hour standard.

21. Explosives, inflammable liquids or highly inflammable articles shall not be brought into or used within any portion of the licensed premises. The storage of combustible materials below stage level shall be prohibited during the time that the public is on the premises.
22. In all parts of the building to which the public are admitted and in all passages, corridors, ramps and stairways to which the public have access and which lead from the performance area to the outside of the building, there shall be provided adequate illumination by general lighting to the satisfaction of Building Standards.
23. In addition to the general lighting, adequate illumination to enable the public to see their way out of the building, without the assistance of the general lighting, shall be provided in all part of the building to which the public has access and in all passages, corridors, ramps and stairways which lead from the auditorium to the outside of the building. The lighting shall be referred to as the safety lighting.
24. All notices and exit indications shall be illuminated by both general and safety lighting.
25. The safety lighting shall be kept on at all times when the public is on the premises, except in those parts of the building which are lit equally well by daylight.
26. The safety lighting shall be provided from a source other than that of the general lighting.
27. Any battery supplying safety lighting, shall be fully charged before the public is admitted to the premises on any day and shall be of such capacity and so maintained as to be capable of supplying, at normal voltage, the full load of the safety lighting during the whole time that the public is on the premises.
28. If there is a failure of the general lighting, and the general lighting is by gas, the public in the licensed premises shall be instructed to leave the building immediately.
29. If there is a failure of the general lighting and the general lighting is by electricity, the public in the licensed premises shall, if the lighting is not restored, within one hour, be instructed to leave the building.
30. If there is a failure of the safety lighting and the safety lighting is by electricity, all parts of the building required to be illuminated by the safety lighting shall be immediately illuminated by the general lighting and the public in the licensed premises shall be instructed to leave the building forthwith.
31. If there is a failure of the safety lighting and the safety lighting is by electricity, all parts of the building required to be illuminated by the safety lighting shall be immediately illuminated by the general lighting and if the safety lighting is not restored within one hour, the public in the licensed premises shall be instructed to leave the building.
32. Electrical apparatus and equipment within the building shall not be used for such purpose, or in such a manner, or when it is in such a condition, as to cause danger of electric shock, fire or explosion.
33. The electrical installation shall be in the charge of a competent person, who has attained the age of 21 years and who is sufficiently trained for the purpose.
34. All electrical installations shall, if required, be inspected once a year by a competent electrical engineer appointed by or on behalf of the licensee and a certificate stating the condition of the installation shall, after each inspection, be forwarded to the Building Standards and Compliance Service, The Leonardo Building, 2 Rossington Street, Leeds, LS2 8HD.
35. The licensee shall:
 - a. cause a five yearly inspection by a competent person of the structure of the licensed premises to be carried out.

b. give seven days notice of the inspection to Building Standards at the above address so that he may have the opportunity to be represented at such inspection.

36. Unless the hours for which the licence is valid are expressly stated on the licence, there shall be no performance of any nature before 8 am or after 11 pm, on any day of the week, including Saturdays and Sundays without the prior consent of the Licensing Authority.
37. The licensee shall be responsible for carrying out the provisions of these conditions of the licence. The licensee shall maintain and keep good order within the licensed premises and shall take due precautions for the safety of the public, employees and performers.
38. The Chief Constable of the West Yorkshire Police, any Police Officer, the Chief Fire Officer, any authorised officer in uniform of the West Yorkshire Fire Authority, any authorised officer of Building Standards, shall have free access to all parts of the licensed premises at all reasonable times, for the purpose of supervising the observance and enforcement of these conditions.
39. The licensee or some other responsible person, not less than 21 years of age and nominated in writing for the purpose, shall be in charge of and remain upon the licensed premises whenever they are used for licensed purposes. He/she shall not be engaged in any duties which prevent him/her from exercising general supervision and control.
40. The premises shall at all times be maintained in a clean, sanitary and safe condition.
41. Suitable and sufficient sanitary accommodation must be provided to the satisfaction of Building Standards.
42. Alterations or additions, whether permanent or temporary, to the structure, the lighting, electrical heating, ventilating, mechanical, or installations, or to the seating, gangways or other arrangements in the buildings in which the licensed premises are situated shall not be made except with the written consent of Building Standards and in accordance with any conditions of such consent.

The prevention of public nuisance

43. The licensee shall ensure that no nuisance shall be caused by noise or vibration emanating from the premises.

Annex 3 – Conditions attached after a hearing by the licensing authority

None

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02213/002



PREM7

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

Application to vary a premises licence 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.

We ...Leeds Metropolitan University..... (Insert name(s) of applicant) being the premises licence holder, apply to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described in Part 1 below.

Premises licence number

PREM 02213

Part 1 - Premises Details

Postal address of premises or, if none, ordnance survey map reference or description
Carnegie Sports Centre
Sport & Active Lifestyles
Leeds Metropolitan University
Headingley Campus
Post town Leeds Post code LS6 3QS

Telephone number of premises (if any)

[Empty box]

Non domestic rateable value of premises

£ OVER £125,001.00 (BAND E)

Part 2 - Applicant Details

Daytime contact telephone number

[Empty box]

Email address (optional)

[Empty box]

Current postal address if different from premises address

[Empty box]

ENTERTAINMENT LICENSING

Post Town

Postcode

Part 3 - Variation

Please tick as appropriate

Do you want the proposed variation to have effect as soon as possible? Yes No

If not, from what date do you want the variation to take effect?

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

Do you want the proposed variation to have effect in relation to the introduction of the late night levy? (Please see guidance note 1)

Yes No

Please describe briefly the nature of the proposed variation (please read guidance note 2)

Carnegie Sports & Active Lifestyles (formerly University Sport) has an Annual Premises Licence which covers the various indoor sports areas (ie Tennis Centre, Blue Sports Hall, The Arena (formerly the Gymnastics Centre), Green Sports Hall, Swimming Pool, Dance Studio, Gym areas and Carnegie Hall; and outside which includes the running track and Pavilion area. The current Premises Licence covers the following licensable activities; indoor sporting events, recorded music and anything similar of that nature.

We are applying for a variation to our current licence as we wish to include:

- the provision for the 'supply/sale of alcohol' at appropriate sporting events and Summer Graduations
- we wish to extend the finishing hours on a weekend from 20.00 hours to 22.00 hours to cover the events
- we wish to extend the provision of background music from 20.00 hours to 22.00 hours to cover the events

The cash bar would be portable and only used for appropriate indoor events which would be taking place in the following indoor locations, ie Blue Sports Hall, Green Sports Hall, the Arena, the Tennis Centre Hall and in the main annex reception area.

Over the last 6 months we have had a number of TENS licenses, for the provision of a portable cash bar, for our basketball and Netball events which have been very successful.

These events have been occurring since last September 2013, there have been no noise issues and security have been in attendance to support all the events, and to meet the licencing agreement for the TENS (sale of alcohol). Headingley Campus is manned by Security 24/7 and their control room is based in James Graham Building. All security are SIA Licenced.

If your proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend

Part 4 - Operating Schedule

Please complete those parts of the Operating Schedule below which would be subject to change if the application to vary is successful.

Please tick all that apply

Provision of regulated entertainment

- a) play (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) performances 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 late night refreshment (if ticking yes, fill in box I)

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

In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 7)			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please read guidance note 4)	Both	
Tue					
Wed			State any seasonal variations for performing play (please read guidance note 5)		
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 6)		
Sat					
Sun					

B

Films Standard days and timings (please read guidance note 7)			Will the exhibition of a films take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please read guidance note 4)	Both	
Tue					
Wed			State any seasonal variations for the exhibition of films (please read guidance note 5)		
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 6)		
Sat					
Sun					

C

Indoor sporting events Standard days and timings (please read guidance note 7)			Please give further details (please read guidance note 4)
Day	Start	Finish	
Mon	08:00	23:00	<p>Carnegie has an annual premises licence to cover indoor sporting events ie</p> <p>Monday to Friday 08.00-23.00 hour Saturday/Sunday 09.00-20.00 hour</p> <p>Carnegie now have various family sporting events taking place at a weekend and we would like a variation to extend the timing on a weekend (by 2 hours) to support our indoor sporting events, ie</p> <p>Monday to Friday 08.00-23.00 hour Saturday/Sunday 9.00 -22.00 hour</p>
Tue	08:00	23:00	
Wed	08:00	23:00	<p>State any seasonal variations for indoor sporting events (please read guidance note 5)</p> <p>The majority of the sporting events take place during the academic year.</p>
Thur	08:00	23:00	
Fri	08:00	23:00	
Sat	09:00	22:00	<p>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 6)</p>
Sun	09:00	22:00	

D

Boxing or wrestling entertainment Standard days and timings (please read guidance note 7)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
Mon			<p>Please give further details here (please read guidance note 4)</p>	Both	
Tue					
Wed			<p>State any seasonal variations for the boxing or wrestling entertainment (please read guidance note 5)</p>		
Thur					
Fri			<p>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 6)</p>		
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 7)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please read guidance note 4)	Both	
Tue					
Wed				State any seasonal variations for the performance of live music (please read guidance note 5)	
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 6)	
Sat					
Sun					

F

Recorded music Standard days and timings (please read guidance note 7)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	✓
Day	Start	Finish		Outdoors	
Mon	08:00	23:00	Please give further details here (please read guidance note 4) Carnegie has an annual premises licence to cover background music during events ie Monday to Friday 08.00-23.00 hour Saturday/Sunday 09.00-20.00 hour Carnegie now have various family sporting events taking place at a weekend and we would like a variation to extend the timing on a weekend (by 2 hours) to support our indoor sporting events, ie Monday to Friday 08.00-23.00 hour Saturday/Sunday 9.00 -22.00 hour	Both	
Tue	08:00	23:00			
Wed	08:00	23:00	State any seasonal variations for the playing of recorded music (please read guidance note 5)		
Thur	08:00	23:00			
Fri	08:00	23:00	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 6)		
Sat	09:00	22:00			
Sun	09:00	22:00			

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G

Performance of dance Standard days and timings (please read guidance note 7)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish	Please give further details here (please read guidance note 4)		
Mon					
Tue					
Wed					
Thur					
Fri					
Sat					
Sun					
			State any seasonal variations for the performance of dance (please read guidance note 5)		
			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 6)		

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing Entertainment similar to live music, recorded or dance		
			Will the entertainment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	
				Both	
Day	Start	Finish	Please give further details here (please read guidance note 4) Carnegie currently has an Annual Premises Licence to cover this section, we would like a variation to extend the weekend hours, ie From 09.00 – 20.00 hours To 09.00 hours – 22.00 hours		
Mon	08:00	23:00			
Tue	08:00	23:00			
Wed	08:00	23:00			
Thur	08:00	23:00			
Fri	08:00	23:00			
Sat	09:00	22:00			
Sun	09:00	22:00			
			State any seasonal variations for the entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 5)		
			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 6)		

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please read guidance note 4)	Both	
Tue					
Wed			State any seasonal variations for the provision of late night refreshment (please read guidance note 5)		
Thur					
Fri			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 6)		
Sat					
Sun					

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption on or off the premises or both – please tick (please read guidance note 8)	On the premises	<input checked="" type="checkbox"/>
Day	Start	Finish		Off the premises	
Mon	12.00	22.00	State any seasonal variations for the supply of alcohol (please read guidance note)	Both	
Tue	12.00	22.00			
Wed	12.00	22.00			
Thur	12.00	22.00	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 6)		
Fri	12.00	22.00			
Sat	12.00	22.00			
Sun	12.00	22.00			

The current Carnegie Annual Premises Licence does not include the sale of alcohol, we would like a variation for the provision of alcohol relating to the Carnegie, Sports & Active Lifestyle, family sports events will be predominantly during the Academic year/weekend period.

There could be a provision required during the Summer Graduations which takes place during the week in July.

The hours required would be 12.00 – 22.00 hours

This provision of a portable cash bar will only take place in the following locations within the Carnegie complex, ie Blue Sports Hall, Green Sports Hall, the Arena, the Tennis Centre Hall and in the main annex reception area.

K

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 9)

N/A Children are not permitted on University property unless accompanied by an adult.

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			State any seasonal variations (please read guidance note 5) Variation to the timing at a weekend co-ordinates with the Carnegie Sport & Active Lifestyles sporting requirements and would like to be amended to To Saturday/Sunday - 09.00-22.00 hours
Day	Start	Finish	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 6)
Mon	08:00	23:00	
Tue	08:00	23:00	
Wed	08:00	23:00	
Thur	08:00	23:00	
Fri	08:00	23:00	
Sat	09:00	22:00	
Sun	09:00	22:00	

Please identify those conditions currently imposed on the licence which you believe could be removed as a consequence of the proposed variation you are seeking

No Conditions.

Please tick

✓ **yes**

- I have enclosed the premises licence
- I have enclosed the relevant part of the premises licence

If you have not ticked one of these boxes please fill in reasons for not including the licence, or part of it, below

Reasons why I have failed to enclose the premises licence or relevant part of the premises licence

N/A

M

Describe any additional steps you intend to take to promote the four licensing objectives as a result of the proposed variation:

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

Please refer to paragraphs (b) (c) (d) and (e) below as to how the applicant intends to operate the premises to ensure the licensing objectives are satisfied.

b) The prevention of crime and disorder

There is 24 hour security on site with the support of CCTV cameras. When events take place, with the provision of a cash/sale of alcohol, Security will be in attendance who are all SIA badged.

The premises shall adopt Leeds Metropolitan University policy of zero tolerance to drugs and anti-social behaviour or violent behaviour. Please refer to the Student Disciplinary Policy, the Leeds Metropolitan University Policy Statement relating to Violence on the Premises and the Codes of Practice on the Use of Leeds Metropolitan University Premises (attached).

Our staff are fully conversant with these policies and procedures.

c) Public safety

Please refer to the copy of the Leeds Metropolitan University's Health and Safety Policy, the Fire Risk Assessment Form and the Fire Regulations and Procedures Document (attached).

d) The prevention of public nuisance

The Premises has the benefit of manned security within Leeds Metropolitan University's campus and is proactive in seeking to reduce as far as possible all forms of public nuisance.

e) The protection of children from harm

Children are not permitted on University property unless accompanied by an adult.

- | | Please tick ✓ | Yes |
|--|---------------|--------------------------|
| • I have made or enclosed payment of the fee | | ✓ |
| • I have not made or enclosed payment of the fee because this application has been made in relation to the introduction of the late night levy | | <input type="checkbox"/> |
| • I have sent copies of this application and the plan to responsible authorities and others where applicable | | ✓ |
| • I understand that I must now advertise my application | | ✓ |
| • I have enclosed the premises licence or relevant part of it or explanation | | ✓ |
| • 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 5 – Signatures (please read guidance note 11)

Signature of applicant (the current premises licence holder) or applicant's solicitor or other duly authorised agent. (See guidance note 12). If signing on behalf of the applicant please state in what capacity.

Signature David Collett

Date 21/5/2014

Capacity Head of Campus and Residential Services

Where the premises licence is jointly held signature of 2nd applicant (the current premises licence holder) or 2nd applicant's solicitor or other authorised agent. (please read guidance note 13). 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 14)	
David Collett Head of Campus & Residential Services Leeds Metropolitan University City Campus	
Post town Leeds	Post code LS1 3HE
Telephone number (if any) 0113 8126048 – Mobile 07785 556852	
If you would prefer us to correspond with you by e-mail your e-mail address (optional)	
d.collett@leedsmet.ac.uk	

Notes for guidance

This application cannot be used to vary the licence so as to extend the period for which the licence has effect or to vary substantially the premises to which it relates. If you wish to make that type of change to the premises licence you should make a new premises licence application under section 17 of the Licensing Act 2003.

1. You do not have to pay a fee if the only purpose of the variation for which you are applying is to avoid becoming liable to the late night levy.
2. Describe the premises. For example the type of premises, its general situation and layout and any other information which would be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and provide a place for consumption of these off-supplies you must include a description of where the place is and its proximity to the premises.
3. Where taking place in a building or other structure please tick as appropriate. Indoors may include a tent.
4. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
7. Please give timings in 24 hour clock (e.g. 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.
8. If you wish people to be able to consume alcohol on the premises, please tick "on the premises". If you wish people to be able purchase alcohol to consume away from the premises, please tick "off the premises". If you wish people to be able to do both, please tick "both".
9. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups, the presence of gambling machines.
10. Please list here steps you will take to promote all four licensing objectives together.
11. The application form must be signed.
12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
13. Where there is more than one applicant, each of the applicants or their respective agents must sign the application form.
14. This is the address which we shall use to correspond with you about this application.



It Issued premises licences and club certificates within an area

PREM/02314 - The Acre, Headingley Campus, Leeds, LS6 3QS

Sale by retail of alcohol	
Every Day	12:00 - 23:00
Performance of live music	
Every Day	09:00 - 23:00
Performance of recorded music	
Every Day	09:00 - 23:00
Performance of dance	
Every Day	09:00 - 23:00
Entertainment similar to live music, recorded music or dance	
Every Day	09:00 - 23:00

PREM/01762 - Metceno, Leeds Metropolitan University, Headingley Campus, LS6 3QS,

Sale by retail of alcohol	
Sunday	12:00 - 22:30
Monday to Saturday	11:00 - 23:00
Performance of recorded music	
Every Day	00:00 - 23:59

PREM/02671/002 - Great Hall, James Graham Building, Headingley Campus, Leeds, LS6 3QS

Sale by retail of alcohol	
Every Day	12:00 - 23:30
Provision of late night refreshment	
Every Day	23:00 - 23:30
Performance of a play	
Every Day	09:00 - 23:30
Exhibition of a film	
Every Day	09:00 - 23:30
Performance of live music	
Every Day	09:00 - 23:30
Performance of recorded music	
Every Day	09:00 - 23:30
Performance of dance	
Every Day	09:00 - 23:30
Entertainment similar to live music, recorded music or dance	
Every Day	09:00 - 23:30

PREM/02213 - Carnegie Sports Centre, University Sport, Carnegie Facility, Headingley Campus, Leeds, LS6 3QS,

Indoor sporting events	
Monday to Friday	08:00 - 23:00
Saturday & Sunday	09:00 - 20:00
Performance of recorded music	
Monday to Friday	08:00 - 23:00
Saturday & Sunday	09:00 - 20:00
Entertainment similar to live music, recorded music or dance	
Monday to Friday	08:00 - 23:00
Saturday & Sunday	09:00 - 20:00

**CPREM/00167 - Leeds Metropolitan University Students Union, Headingley Campus,
Becketts Park, Leeds, LS6 3QS**

Provision of Facilities for Dancing

Sunday 11:00 -

Monday to Saturday 11:00 -

Performance of Live Music

Sunday 11:00 -

Monday to Saturday 11:00 -

Performance of Recorded Music

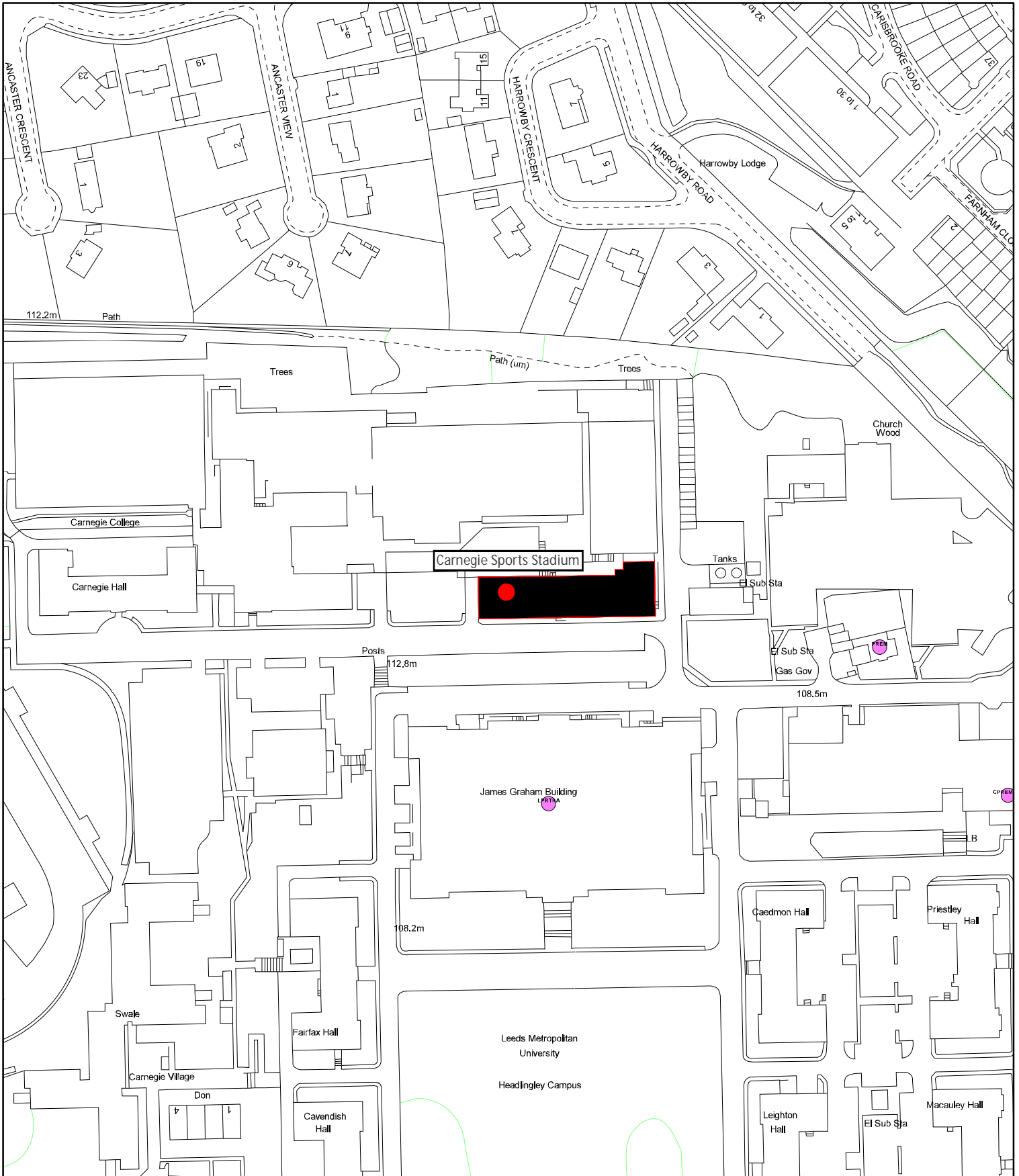
Sunday 11:00 -

Monday to Saturday 11:00 -

Sale by Retail of Alcohol

Sunday 12:00 -

Monday to Saturday 11:00 -







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Key	
	On licence
	Late night refreshment
	Off licence
	Other

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Appendix E

Premises – Carnegie sports centre, sport and active lifestyles (formerly university sport),
Headingley campus, Leeds, LS6 3QS

Objection reasons

- Many of us already experience very loud amplified music from the sports centre
- Currently the university already has a licence to sell alcohol at the Union Bar. There is no need to extend this to a further location 5 minutes walk away.
- Alcohol availability is not a major problem for students in Headingley and the over-availability has already impact on both **safety for local residents and increased attendance in the NHS services in the area.**
- Both increasing the hours and allowing the sale of alcohol will further add to the problems we already endure. The sports centre is the one building closest to our homes and so would have a disproportionate impact on us as close neighbours.
- To extend the hours AND open up a new alcohol licence will **inevitably lead to further noise pollution and aggravate local residents.**

Signature

Name

Address

EMILY KEEGE

HARROWBY ROAD

JOHN KEENE

" "

KATE BAILEY

HARROWBY ROAD,

JOHN CRICKSHANK

Harrowby Crescent

CLAIRE SWAN

HARROWBY ROAD

BRIAN RICHARDSON

Harrowby Crescent

ROS GOMOND

HARROWBY CRESCENT

LUCY BUCKLEY
Page 27

Harrowby Rd.

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