



LICENSING SUB-COMMITTEE

MEETING TO BE HELD IN CIVIC HALL, LEEDS ON
TUESDAY, 13TH OCTOBER, 2015 AT 10.00 AM

MEMBERSHIP

Councillors

R Downes	Otley and Yeadon;
B Gettings	Morley North;
M Ingham	Burmantofts and Richmond Hill;

Agenda compiled by:
Governance Services
Civic Hall
LEEDS LS1 1UR
Tel No: 2243836

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	Chapel Allerton		<p>APPLICATION TO VARY A PREMISES LICENCE HELD BY MUSTARD POT 20 STAINBECK LANE, MEANWOOD, LEEDS, LS7 3QY</p> <p>To receive the report of the Head of Elections, Licensing and Registration for an application to vary a premises licence, made by Nicola Claire Storey, for Mustard Pot 20 Stainbeck Lane, Meanwood, Leeds, LS7 3QY</p> <p>The purpose of the variation is to seek approval for the alterations to the internal layout of the premises in accordance with the plan submitted with the application.</p> <p>(Report attached)</p>	1 - 40
7	Chapel Allerton		<p>APPLICATION FOR THE GRANT OF A PREMISES LICENCE FOR GREEK COMMUNITY HALL THE GREEK ORTHODOX CHURCH, HAREHILLS AVENUE, HAREHILLS, LEEDS, LS8 4EU</p> <p>To receive the report of the Head of Elections, Licensing and Registration to consider an application for the grant of a premises licence, made by Mr Antonios Demetriou, for Greek Community Hall The Greek Orthodox Church, Harehills Avenue, Harehills, Leeds, LS8 4EU.</p> <p>(Report attached)</p>	41 - 88

Item No	Ward	Item Not Open		Page No
8	City and Hunslet		<p>APPLICATION FOR THE GRANT OF A PREMISES LICENCE FOR CAFFEINE & CO UNIT 32/33 BLOCK H , THE BOULEVARD, HUNSLET, LEEDS, LS10 1LU</p> <p>To receive the report of the Head of Elections, Licensing and Registration requesting Members consideration on an application for the grant of a premises licence, made by Lotusblend Limited, for Caffeine & Co Unit 32/33 Block H, The Boulevard, Hunslet, Leeds, LS10 1LU.</p> <p>(Report attached)</p>	89 - 140

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.

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Report author: Mrs Emma White
0113 2474095

Report of the Head of Elections, Licensing and Registration

Report to the Licensing Sub Committee

Date: 13th October 2015

Subject: Application to vary a premises licence held by Mustard Pot 20 Stainbeck Lane, Meanwood, Leeds, LS7 3QY

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s):	Chapel Allerton	
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, made by Nicola Claire Storey, for Mustard Pot 20 Stainbeck Lane, Meanwood, Leeds, LS7 3QY

The purpose of the variation is to seek approval for the alterations to the internal layout of the premises in accordance with the plan submitted with the application. As detailed in 3.0.

Copies of the proposed plans will be available on the day of the hearing.

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

The application has attracted a representation from other persons.

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 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 An application to convert and vary an existing Justices 'On' licence was received on the 5th August 2005. The conversion part of the application was granted as applied for. The variation part received representations from West Yorkshire Police and members of the public and was heard before the licensing committee on the 12th September 2005. The application was granted in part and attached conditions agreed with the relevant authorities and imposed further conditions.
- 2.2 Since the initial application, various applications have been received to vary the Designated Premises Supervisor and transfer the premises licence.
- 2.3 A variation application was received on the 27th April 2015. This application was to licence the external area so, that a temporary bar can be used within a temporary marquee/teepee. Part of this application was to also remove outdated PEL conditions and replace conditions with regards to the use of the outside area. These conditions were re-worded following a conversation between the applicant and EHO. Following this the Premises licence was granted.
- 2.4 On the 19th August 2015 an application was received to seek approval to an extension to the premises as indicated on the plan submitted with the application.
- 2.5 A copy of the existing licence is attached at **Appendix A**

3.0 The Application

- 3.1 The applicant is Nicola Claire Storey,
- 3.2 The application form may be found at **Appendix B** to this report.
- 3.3 In summary the application is for

The application is made to approve an extension to the premises as indicated on the plan deposited with the Licensing Authority.

The premises are to benefit from an extension which will increase the licensed area of the ground floor and also to incorporate the first floor of the premises. The extension is to be located at the rear of the premises which is currently a patio area.

The ground floor is to be enhanced and extended through the relocation of the female toilets. The relocation will extend the restaurant facility on offer and the female toilets will be located in the extended area. Refurbishment will be undertaken to the first floor to bring this into the licensed area and increase the amenities on offer by the premises. This will also include the installation of a bar servery.

No licensable hours or activities are being altered by this application.

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 No additional measures offered.

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 Cumulative Impact Policy

8.1 The premises are located within the Cumulative Impact Area 4

8.2 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.

8.3 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.

8.4 Details of the Cumulative Impact Policy specific to Area 4 and an outline of the evidence behind the reason for setting this Policy is attached at Appendix E.

9.0 Representations

9.1 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.

9.2 Representations from Responsible Authorities

9.2.1 There have been no representations from responsible authorities.

9.3 Other representations

9.3.1 The application has attracted a representation from other persons.

9.3.2 The licensing section is in receipt of one letter of objection, which is opposed the application on the grounds of crime and disorder and public nuisance. A copy is attached at **Appendix F**.

10.0 Options Available to Members

10.1 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.
- Reject the whole or part of the application.

10.2 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.

11.0 Background Papers

- Guidance issued under s182 Licensing Act 2003
- Statement of Licensing Policy
- Representations received from other people

Premises Licence

Appendix A

Part A Schedule 12 Licensing Act 2003

Part 1 – Premises Details

Postal address of premises, or if none, ordnance survey map reference or description

Mustard Pot, 20 Stainbeck Lane, Meanwood, Leeds, LS7 3QY

Telephone number: 0113 269 6284

Licensable activities authorised by this licence

Sale by retail of alcohol, Provision of late night refreshment, Exhibition of a film, Indoor sporting events, Performance of live music, Performance of recorded music, Performance of dance,

Times the licence authorises the carrying out of licensable activities

Sale by retail of alcohol

Monday to Thursday	10:00 - 00:00
Friday & Saturday	10:00 - 01:00
Sunday	11:00 - 23:00

Provision of late night refreshment

Monday to Thursday	23:00 - 00:00
Friday & Saturday	23:00 - 01:00
Sunday	23:00 - 00:00

Location of activity: Indoors

Exhibition of a film

Monday to Thursday	10:00 - 00:00
Friday & Saturday	10:00 - 01:00
Sunday	11:00 - 00:00

Location of activity: Indoors

Indoor sporting events

Monday to Thursday	10:00 - 00:00
Friday & Saturday	10:00 - 01:00
Sunday	11:00 - 00:30

Location of activity: Indoors

Performance of live music

Monday to Thursday	10:00 - 00:00
Sunday	11:00 - 00:30
Friday & Saturday	10:00 - 01:00

Location of activity: Indoors

Further details: Live music and amplified voice as stated in BI.

Performance of recorded music

Monday to Thursday 10:00 - 00:00
Friday & Saturday 10:00 - 01:00
Sunday 11:00 - 00:30

Location of activity: Indoors

Further details: Recorded music, including juke box, with or without a DJ, during normal business hours or as part of functions and including audience participation as specified.

Performance of dance

Monday to Thursday 10:00 - 00:00
Friday & Saturday 10:00 - 01:00
Sunday 11:00 - 00:30

Location of activity: Indoors

Details relating to all activities

Non standard timings:

Licensable activities may be provided on Sundays preceding public or bank holidays until 01:30 the following mornings.

Licensable activities may be provided on New Year's Eve until 02:00 the following morning.

Opening hours of the premises

Monday to Thursday 10:00 - 00:30
Friday & Saturday 10:00 - 01:30
Sunday 11:00 - 01:00

Alcohol is sold for consumption on and off the premises

Part 2

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence

Nicola Claire Storey

Name, address and telephone number of designated premises supervisor where the premises licence authorises for the supply of alcohol


Nicola Claire Storey

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol

Personal licence number: LEEDS/PERL/03665/07

Licensing authority: Leeds City Council

Licence issued under the authority of Leeds City Council



Mrs Emma White
Licensing Officer
Entertainment Licensing
Elections, Licensing and Registration

Annex 1 – Mandatory Conditions

1. Only individuals licensed by the Security Industry Authority may be used at the premises to guard against:-
 - a. unauthorised access or occupation (e.g. through door supervision), or
 - b. outbreaks of disorder, or
 - c. damage
2. No supply of alcohol may be made under this licence
 - a. At a time when there is no designated premises supervisor in respect of the premises licence, or
 - b. At a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.
3. Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.
4. The admission of children under the age of 18 to film exhibitions permitted under the terms of this licence shall be restricted in accordance with any recommendations made
 - a. By the British Board of Film Classification (BBFC,) Where the film has been classified by the Board, or
 - b. By the Licensing Authority where no classification certificate has been granted by the BBFC, or,
 - c. where the licensing authority has notified the licence holder that section 20 (3) (b) (74 (3) (b) for clubs) of the Licensing Act 2003 applies to the film.
5. The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.

In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises -

- a. games or other activities which require or encourage, or are designed to require or encourage individuals to -
 - i. drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - ii. drink as much alcohol as possible (whether within a time limit or otherwise);
- b. provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee other public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
- c. provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
- d. selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorize anti-social behaviour or to refer to the effects of drunkenness in any favourable manner.

- e. dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).
6. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
7. The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.

The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.

The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either -

- a. a holographic mark, or
 - b. an ultraviolet feature.
8. The responsible person must ensure that -
- a. where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures:
 - i. beer or cider: ½ pint;
 - ii. gin, rum, vodka or whisky: 25 ml or 35 ml; and
 - iii. still wine in a glass: 125 ml;
 - b. these measures are displayed in a menu; price list or other printed material which is available to customers on the premises; and
 - c. where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.
9. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.

For the purposes of the condition set out in paragraph 1 of this condition -

- a. "duty" is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;
- b. "permitted price" is the price found by applying the formula $P = D + (D \times V)$ where -
 - i. P is the permitted price,
 - ii. D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
 - iii. V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
- c. "relevant person" means, in relation to premises in respect of which there is in force a premises licence -
 - i. the holder of the premises licence,
 - ii. the designated premises supervisor (if any) in respect of such a licence, or
 - iii. the personal licence holder who makes or authorises a supply of alcohol under such a licence;

- d. "relevant person" means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and
- e. "value added tax" mean value added tax charged in accordance with the Value Added Tax Act 1994.

Where the permitted price given by Paragraph (b) of paragraph 2 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.

- (1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change to the rate of duty or value added tax.
- (2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

10. Late Night Refreshment is permitted 30 minutes after the last sale of alcohol

Embedded restrictions

- 11. The licensee shall maintain an Incident Report Register within which staff must record any incident which has occurred on the premises.
- 12. The Incident Report Register must be retained on the premises for a period of one year, taken from the date of the last entry, and include the following:
 - a) consecutively numbered pages;
 - b) the date and time of incident;
 - c) the nature of incident;
 - d) the full name/s of staff involved including the registration number of any door staff, and to whom the incident was reported, including the names and numbers of any police officers who attended the scene of the incident and details of any witness/es;
 - e) Any notes relative to the incident.
- 13. Incident Report Registers shall be produced for immediate inspection on request by any Official of the Licensing or Police Authority.

Annex 2 – Conditions consistent with the operating schedule

The prevention of crime and disorder

- 14. No customers apparently carrying open bottles upon entry shall be admitted to the premise at any times the premises are open to the public.
- 15. A CCTV system will be maintained at the premises with recording facilities. Any recordings will be retained for a period of 30 days and made available within a reasonable time upon request by the police.
- 16. Alcohol and other drinks may not be removed from the premises in open containers save for consumption in any external area provided for that purpose.

17. When permission is sought for the sale or supply of alcohol during non standard hours for any Bank Holiday period, an event of national interest or a televised sporting event of national interest, then the following will apply:
- (i) The Applicant must give West Yorkshire Police at least 10 clear working days written notice of any Bank Holiday period or any other event of national interest.
 - (ii) The non standard hours shall only apply to one hour before and one hour after a televised sporting event of national interest and a maximum of two additional hours in any one day to any other event of national interest.
 - (iii) The Applicant must have made no more than 12 such applications relating to either an event of national interest or televised sporting event of national interest in any one calendar year.
 - (iv) If after the 5th working day commencing the day after the request is received, West Yorkshire Police do not respond, then consent will be deemed granted.
 - (v) In relation to any request for non standard hours, West Yorkshire Police retain the right to suggest any reasonable variation in promoting the prevention of crime and disorder objective.
18. The premises will adopt the Check 21 proof of age scheme in accordance with guidance issued by West Yorkshire Police, or another approved proof of age scheme;
19. The premises will participate in a local Pubwatch scheme or licensing association (where one exists) that is recognised by West Yorkshire Police.
20. The CCTV system referred to at 1.1 above will be maintained in accordance with guidelines issued by West Yorkshire Police.
21. Sale of alcohol will not take place in the external licensed area after 22:00.
22. Sale of alcohol within the external licensed areas using an external bar will be restricted to 45 days per calendar year. A written record of the days will be kept on the premises and produced to an authorised officer on request.

The prevention of public nuisance

23. Ensure No noise nuisance is caused by noise or vibration emanating from the premises
24. Noise shall be inaudible at the nearest noise sensitive premises after 23:00 hours to minimise noise disturbance to adjoining properties.
25. No bottles shall be placed in the external receptacle after 23:00 hours to minimise noise disturbance to adjoining properties.
26. There shall be no external loud speakers.
27. Patrons shall not be allowed to use the beer garden or external play area from 23:00 hours until the start of permitted hours the following day on a Sunday to Thursday except for the purposes of smoking.
28. Patrons shall not be allowed to use the beer garden or external play area from 23:30 hours until the start of permitted hours the following day on a Friday and Saturday or where the Sunday precedes a public or bank holiday except for the purposes of smoking.
29. Clear and legible signs shall be displayed at exits and other circulatory areas requesting patrons to leave the premises 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. The activity of persons leaving the premises shall be monitored and they shall be reminded to leave quietly where necessary.

30. A facility shall be provided for customers to order taxis and telephone numbers for taxi firms shall be displayed in a prominent location. Where possible there shall be a liaison with a local taxi firm to ensure a ready supply of transport and thereby reduce disturbance. To prevent disturbance a waiting area within the premises shall be provided.
31. Prominent, clear and legible notices shall be displayed at exits requesting the public respect the needs of local residents and to leave the premises and area quietly.
32. Noise or vibration shall not emanate from the premises so as to cause a nuisance to nearby properties.

Protection of children from harm

33. Children under the age of 16 shall not be permitted to enter the premises after 22:00.

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

Public safety

34. 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
35. 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.
36. 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, must be undertaken. Records of these safety checks must be kept and made available for inspection by an authorised officer.
37. During opening hours the cellar door must be kept locked or adequately supervised to prevent unauthorised access by the public.
38. 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. These will be made available at the request of an authorised officer.
39. If used, any temporary electrical wiring and distributions will be inspected by a suitably qualified and competent person before they are put into use. An inspection record / certificate will be retained for inspection by an authorised officer;
40. 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;
41. All floor surfaces will be suitably slip resistant, kept in good condition and free of obstructions to prevent slips, trips and falls;
42. A written spillage policy will be kept to ensure spillages are dealt with in a timely and safe manner;
43. A suitably trained First Aider or appointed person will be provided at all times when the premises are open;
44. 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;
45. Where strobes, lasers, smoke machines or any other special effects equipment may be used, a written health and safety policy covering all aspects of their use will be provided and staff will be appropriately trained;

46. No strobes, lasers, smoke machines or any other special effects 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.

Annex 4 – Plans

The plans for these premises are as those submitted with the application. A copy of which is held by Leeds City Council licensing authority.

Plan dated 27th April 2015, drawing number E0415/91641/0.1

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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 that 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 Nicola Storey 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/00526

Ew

00526/003

Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description Mustard Pot, 20 Stainbeck Lane, Harrogate Road	
Post town Leeds	Post code LS7 3QY

Telephone number of premises (if any)

+01132 695699

Non-domestic rateable value of premises

£42250

Part 2 – Applicant Details

Daytime contact telephone number

01132 695699

Email address
(optional)

Current postal
address if
different from
premises address

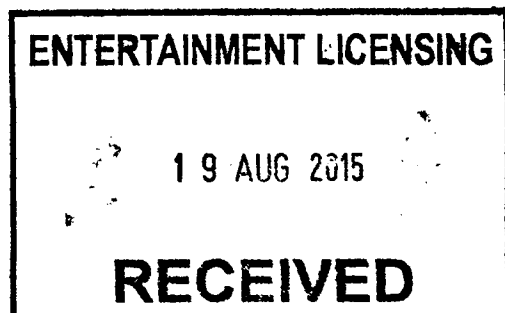
Mustard Pot, 20 Stainbeck Lane, Meanwood,

Post Town

Leeds

Postcode

LS7 3QY



Part 3 – Variation

Appendix E Please tick yes

Do you want the proposed variation to have effect as soon as possible?

The variation is to take effect on completion of the works

If not do you want the variation to take effect from

Day Month Year

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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.

N/A

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)

Application is made to approve an extension to the premises as indicated on plan 9890-07 deposited with the licensing authority.

The premises are to benefit from an extension which will increase the licensed area of the ground floor and also seeks to incorporate the first floor of the premises within the licensed area. The extension is to be located at the rear of the premises which is currently a patio area.

The ground floor is to be enhanced and extended through the relocation of the female toilets. This relocation will extend the restaurant facility on offer and the female toilets will be located in the extended area at the rear of the premises. The extension will also provide to improved access for customers as the staircase will be enhanced and an additional access point will be installed at the rear in the extended area.

Refurbishment will be undertaken to the first floor to bring this into the licensed area and increase the amenities on offer by the premises. This will also include the installation of a bar servery which will provide additional supervision to the upstairs area.

It is the intention of the applicant to extend all licensable activities to the areas outlined in red on the deposited plans.

The relevant plan to be attached to the licence, if this application is successful is to be drawing number 9890-07; however to assist with this application, please see attached plan 9890-02B proposed ground floor and plan 9890-03B proposed first floor plan. These plans provide more detail as to the fire safety precautions in place at the premises.

Please note that this application is not intended to alter the external licensed area which will remain licensed as per drawing no. E0415/91641/0.1.

The nature of the operation is to remain unchanged and the extension is to improve facilities offered by the premises.

In that no hours or activities are being altered by this application, boxes A – K have not been completed and all activities authorised by the premises licence are to continue within the extended areas.

It is not anticipated that the intended changes will adversely affect the four licensing objectives and the application has been prepared on this basis.

Part 4 Operating Schedule

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

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) 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 {Y} (please read guidance note 3).	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please read guidance note 4)	Both	
Tue					
Wed					
Thur			State any seasonal variations for performing plays (please read guidance note 5)		
Fri					
Sat					
Sun			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)		

B

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

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			
Tue			
Wed			State any seasonal variations for indoor sporting events (please read guidance note 5)
Thur			
Fri			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)
Sat			
Sun			

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 {Y} (please read guidance note 3).	Indoors	
Day	Start	Finish		Outdoors	
Mon			Both		Please give further details here (please read guidance note 4)
Tue					
Wed					State any seasonal variations for boxing or wrestling entertainment (please read guidance note 5)
Thur					
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 6)
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 {Y} (please read guidance note 3).	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please read guidance note 4)	Both	
Tue					
Wed					
Thur			State any seasonal variations for the performance of live music (please read guidance note 5)		
Fri					
Sat			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)		
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 {Y} (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 playing recorded music (please read guidance note 5)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the playing of recorded music entertainment at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat					
Sun					

G

Performances 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 {Y} (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 dance (please read guidance note 5)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the performance of dance entertainment at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat					
Sun					

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		
Day	Start	Finish	Will this entertainment take place indoors or outdoors or both – please tick {Y} (please read guidance note 3).	Indoors	
Mon				Please give further details here (please read guidance note 4)	Outdoors
Tue			Both		
Wed			State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 5)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the entertainment of 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)		
Sat					
Sun					

I

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 {Y} (please read guidance note 3).	Indoors	
Day	Start	Finish		Outdoors	
				Both	
Mon			Please give further details here (please read guidance note 4)		
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 (Please tick box Y) (please read guidance note 8)	On the premises	
Day	Start	Finish		Off the premises	
				Both	
Mon			State any seasonal variations for the supply of alcohol (please read guidance note 5)		
Tue					
Wed					
Thur			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					
Sat					
Sun					

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)

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			State any seasonal variation (please read guidance note 5)
Day	Start	Finish	
Mon	10:00	00:30	<p>Non standard timings. Where you intend to use 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)</p> <p>The premises will close 30 minutes after non- standard timings referred to in the premises licence.</p>
Tue	10:00	00:30	
Wed	10:00	00:30	
Thur	10:00	00:30	
Fri	10:00	01:30	
Sat	10:00	01:30	
Sun	11:00	01:00	

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

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 premises licence

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)

The works are to be undertaken to improve the premises.

No new steps have been identified in relation to the four licensing objectives.

b) The prevention of crime and disorder

No further risks have been identified which need to be addressed

c) Public safety

No further risks have been identified which need to be addressed

d) The prevention of public nuisance

No further risks have been identified which need to be addressed

e) The protection of children from harm

The restrictions set out in the Licensing Act 2003 will apply. No unusual or additional risks of harm to children have been identified.

I have made or enclosed payment of the fee



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. (Please read guidance note 12). **If signing on behalf of the applicant please state in what capacity.**

Signature: John Gaunt & Partners



Date: 18th August 2015

Capacity: Solicitors

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: John Gaunt & Partners

Date:

Capacity: Solicitors

Contact name (where not previously given) and address for correspondence associated with this application (please read guidance note 14)

John Gaunt & Partners
Omega Court
372 Cemetery Road

Post town
Sheffield

Post code
S11 8FT

with you by email your email address (optional)

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Issued premises licences and club certificates within an area
PREM/01270/015 - The Woods, Stainbeck Lane, Leeds, LS7 3PG

Sale by retail of alcohol	
Monday to Saturday	09:00 - 01:00
Sunday	12:00 - 00:00
Provision of late night refreshment	
Monday to Saturday	23:00 - 01:00
Sunday	23:00 - 00:00
Performance of live music	
Monday to Saturday	09:00 - 01:00
Sunday	12:00 - 00:00
Performance of recorded music	
Monday to Saturday	09:00 - 01:00
Sunday	12:00 - 00:00

PREM/00772/005 - Nags Head Hotel, 20 Town Street, Chapeltown, Leeds, LS7 4NB,

Sale by retail of alcohol	
Monday to Saturday	10:00 - 23:00
Sunday	12:00 - 22:30

PREM/01885/008 - Kith & Kin, 16 - 18 Stainbeck Lane, Meanwood, Leeds, LS7 3QY,

Sale by retail of alcohol	
Monday to Saturday	11:00 - 00:30
Sunday	12:00 - 23:30
Provision of late night refreshment	
Monday to Saturday	23:00 - 01:00
Sunday	23:00 - 00:00
Exhibition of a film	
Monday to Saturday	10:00 - 00:30
Sunday	10:00 - 23:30
Performance of live music	
Monday to Saturday	10:00 - 00:30
Sunday	12:00 - 23:30
Performance of recorded music	
Monday to Saturday	10:00 - 00:30
Sunday	12:00 - 23:30
Performance of dance	
Monday to Saturday	10:00 - 00:30
Sunday	12:00 - 23:30
	11:00 - 00:30

PREM/03548/002 - Mad Greek, 14 Stainbeck Lane, Meanwood, Leeds, LS7 3QY,

Sale by retail of alcohol	
Every Day	10:00 - 23:30
Provision of late night refreshment	
Every Day	23:00 - 00:30

PREM/03261/008 - The Pit, 8B Stainbeck Lane, Meanwood, Leeds, LS7 3QY,

Sale by retail of alcohol	
Monday to Saturday	10:00 - 01:00
Sunday	12:00 - 00:30
Provision of late night refreshment	
Every Day	23:00 - 01:00
Exhibition of a film	
Monday to Saturday	11:00 - 01:00
Sunday	12:00 - 01:00
Performance of live music	
Monday to Saturday	10:00 - 01:00
Sunday	12:00 - 00:30
Performance of recorded music	
Every Day	00:00 - 23:59
Performance of dance	
Monday to Saturday	10:00 - 01:00
Sunday	12:00 - 00:30
Entertainment similar to live music, recorded music or dance	
Monday to Saturday	10:00 - 01:00
Sunday	12:00 - 00:30

PREM/01066/007 - The Manor, 5 Stainbeck Lane, Meanwood, Leeds, LS7 3PJ,

Sale by retail of alcohol	
Monday to Thursday	10:00 - 23:00
Friday & Saturday	10:00 - 00:00
Sunday	12:00 - 23:00
Provision of late night refreshment	
Friday & Saturday	23:00 - 00:00
Performance of live music	
Monday to Thursday	10:00 - 23:00
Friday & Saturday	10:00 - 00:00
Sunday	10:00 - 23:00
Performance of dance	
Monday to Thursday	10:00 - 23:00
Friday & Saturday	10:00 - 00:00
Sunday	12:00 - 23:00

PREM/03367/001 - Crust & Crumb, 110B Harrogate Road, Moortown, Leeds, LS7 4NY,

Sale by retail of alcohol	
Monday to Saturday	08:00 - 18:00

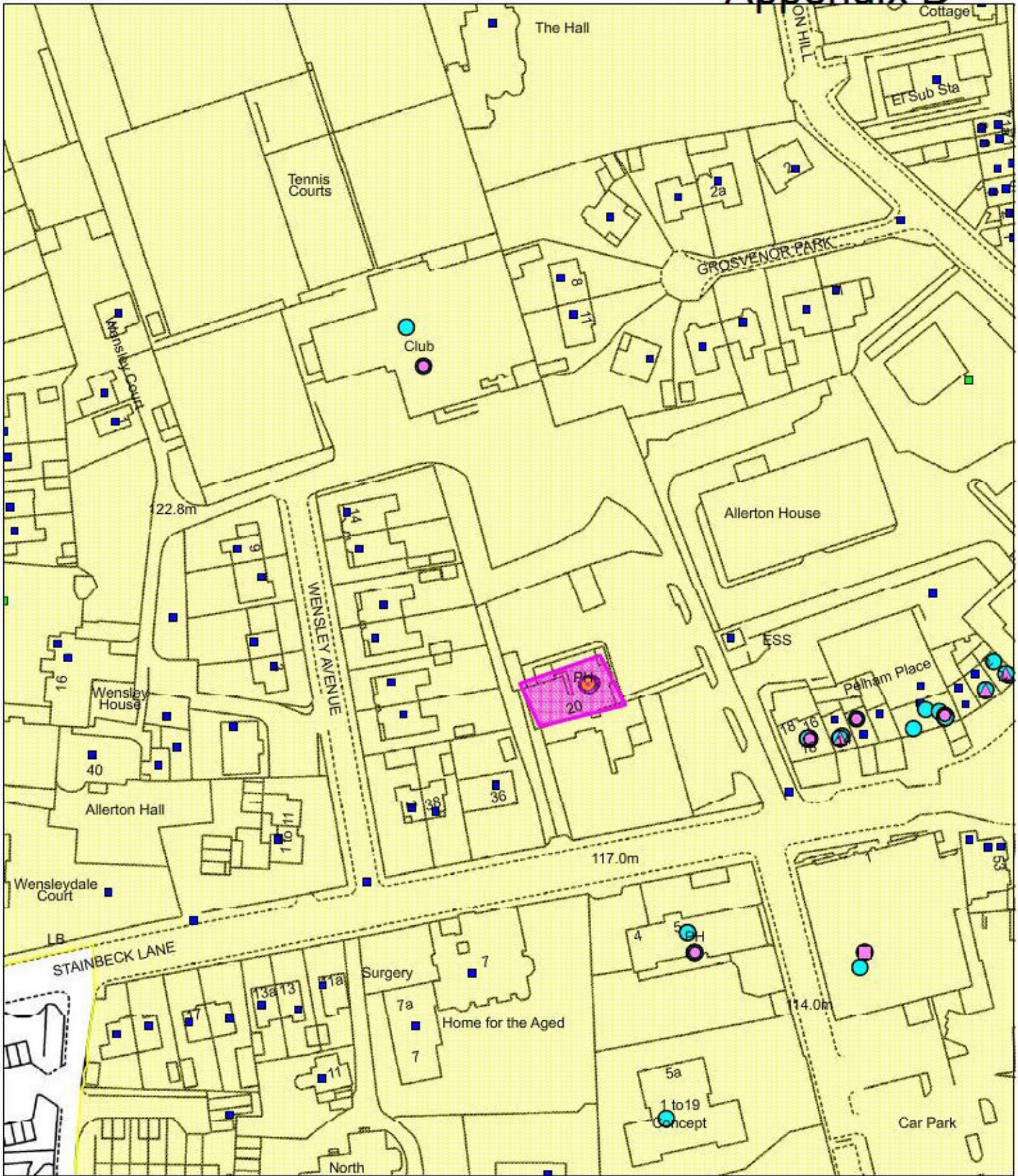
PREM/03098/001 - Silver Vase, 2 Stainbeck Lane, Meanwood, Leeds, LS7 3QY,

Provision of late night refreshment	
Monday to Wednesday	23:00 - 23:30
Thursday to Sunday	23:00 - 00:00

PREM/00632/004 - Co-op, 1 Stainbeck Lane, Chapel Allerton, Leeds, LS7 3PJ,

Sale by retail of alcohol	
Monday to Saturday	08:00 - 23:00
Sunday	10:00 - 22:30

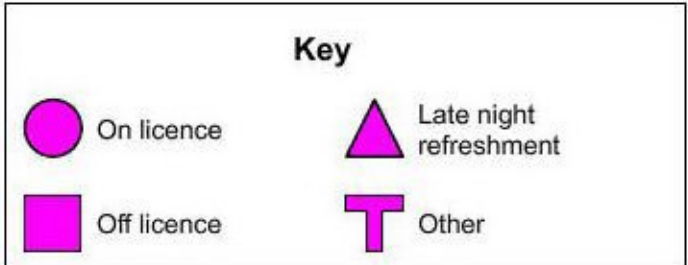
PREM/00930/003 - Original Nash's Fish Restaurant, 102 Harrogate Road, Chapel Allerton, Leeds, LS7 4LZ,	
Sale by retail of alcohol	
Monday to Saturday	10:00 - 00:00
Performance of recorded music	
Every Day	00:00 - 23:59
PREM/01547/003 - Pinche Pinche, 116A Harrogate Road, Moortown, Leeds, LS7 4NY	
Sale by retail of alcohol	
Monday to Saturday	10:00 - 00:00
Sunday	12:00 - 23:30
Performance of recorded music	
Every Day	00:00 - 23:59
PREM/03048/001 - Kamran's Tandoori, 104 Harrogate Road, Moortown, Leeds, LS7 4LZ,	
Provision of late night refreshment	
Monday to Thursday	23:00 - 02:00
Friday & Saturday	23:00 - 02:30
Sunday	23:00 - 01:00
PREM/01104 - Casa Mia Coffee Shop & Delicatessen, 10 - 12 Stainbeck Lane, Meanwood, Leeds, LS7 3QY	
Sale by retail of alcohol	
Monday to Saturday	10:00 - 00:00
Sunday	12:00 - 23:30
Provision of late night refreshment	
Monday to Saturday	23:00 - 00:30
Sunday	23:00 - 00:00
Performance of recorded music	
Every Day	00:00 - 23:59
PREM/03389/001 - Siam Oriental Restaurant, 106A Harrogate Road, Moortown, Leeds, LS7 4LZ,	
Sale by retail of alcohol	
Every Day	12:00 - 00:00
Provision of late night refreshment	
Every Day	23:00 - 00:00
Performance of live music	
Every Day	12:00 - 00:00
Performance of recorded music	
Every Day	12:00 - 00:00
Performance of dance	
Every Day	12:00 - 00:00
Entertainment similar to live music, recorded music or dance	
Every Day	12:00 - 00:00



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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Cumulative Impact Policy

Appendix E

Area 4 relates to the Chapel Allerton district of Leeds.

Fig 1



It is the council's policy, on receipt of relevant representations, to refuse new and variation applications in Area 4 for licences for pubs, clubs, bars, café bars, restaurants and takeaways, unless the applicant can demonstrate that their application would not impact on the cumulative effect of such licensed premises in the area.

Rationale

The Chapel Allerton CIP has performed well in the four years since its inclusion in the Statement of Licensing Policy. However, over the past four years residents of Chapel Allerton have noticed an increase in the amount of takeaway litter. There is also a concern relating to premises applying to vary their licence to increase the licensed area of their premises. In some cases this includes altering conditions to allow the use of the outside area to facilitate smokers following the smoking ban. This has a knock on effect on nuisance issues.

Evidence

Fig 2

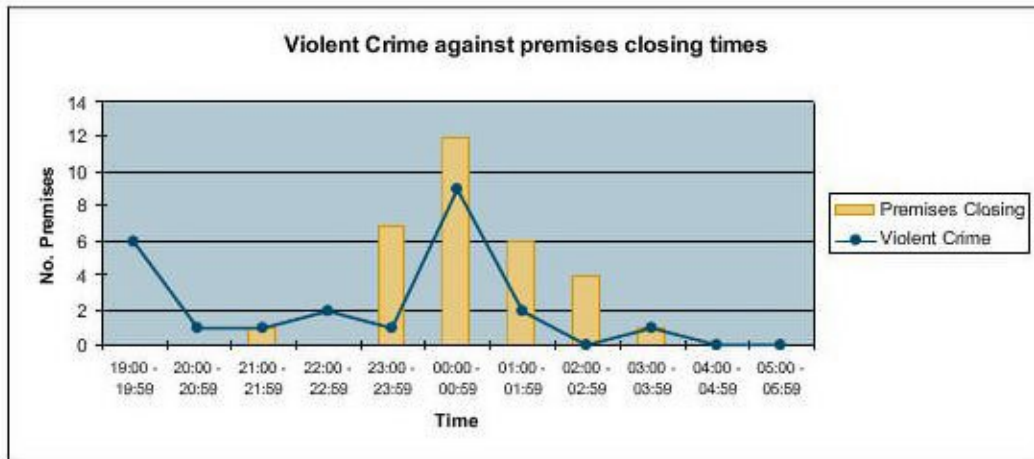
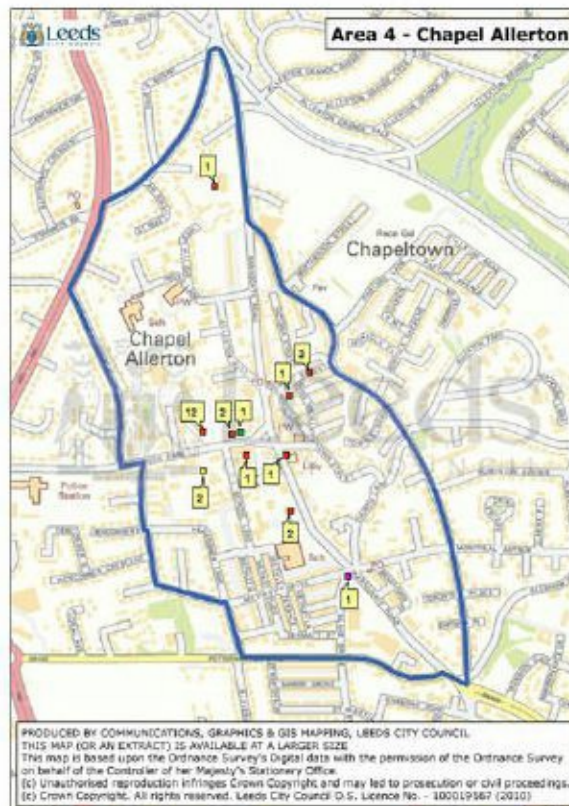


Fig 2 shows the number of violent crimes in the period between 1st May 2009 and 30th April 2010, compared to the total number of premises closing per 1-hour time slot on any given day of the week (as at 1st May 2010).

As with the comments against the same analysis for Area 2, it is difficult to attribute the violent crime directly to premises which have no control over customers once they have closed.

Although not as closely matched as the figures for Area 2, the above would still suggest that violent crime numbers are affected by the number of premises which close at a given time. Should the number of premises increase, or existing premises extend their hours, it would be expected that the violent crime would react accordingly.

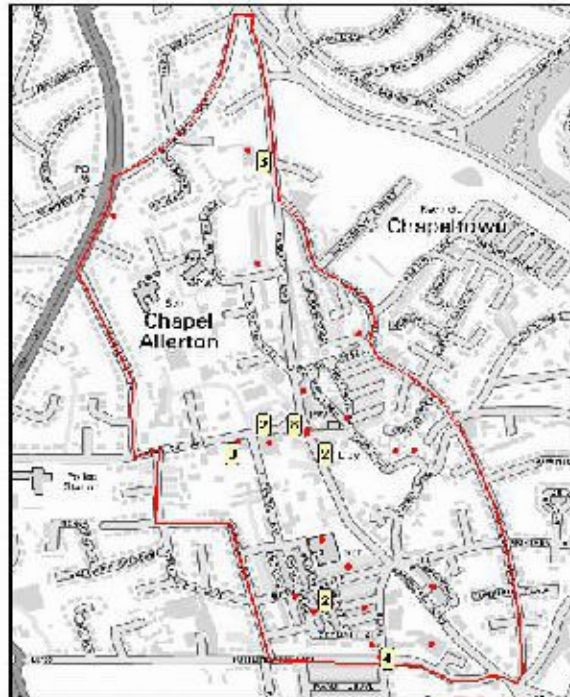
Fig 3



Nuisance reports in Area 4 (2005 – 2010)

Fig 3 shows the number and location of nuisance complaints received by Leeds City Council relevant to licensed premises in Area 4 since 2005.

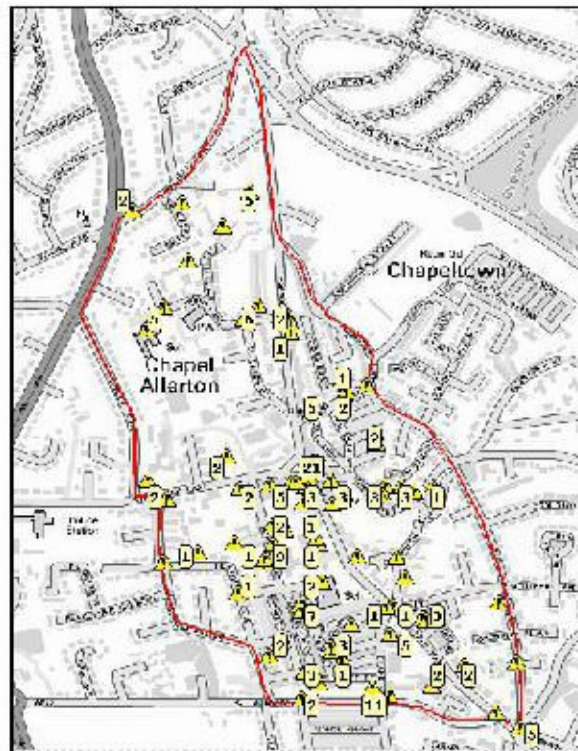
Fig 4



Violent Crime Offences (2009/10)

Fig 4 shows the number and location of violent crime offences (as defined by the Licensing Enforcement Group – data supplied by West Yorkshire Police) between 1st May 2009 and 30th April 2010.

Fig 5



Anti Social Behaviour (2009/10)

Fig 5 shows the number and location of anti social behaviour offences (data supplied by West Yorkshire Police) between 1st May 2009 and 30th April 2010.

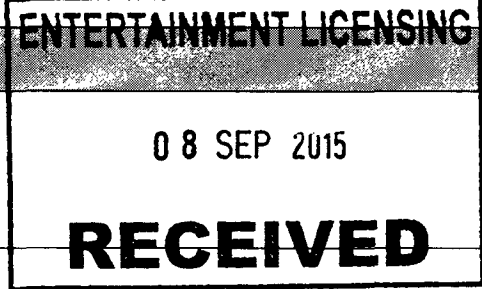
As can be seen from the above three maps of Area 4, there is a clear concentration of nuisance and violent crime problems around the locations dominated by licensed premises, while anti social behaviour is prevalent in the entire of Area 4 – although still with a clear concentration in numbers around licensed premises.

Residents have raised concerns about premises making slight variations to their premises licences, which while individually seem relatively minor, collectively have a large impact on the area. Following further analysis, it has been found that since 2005 there has been 11 variations in Area 4, these can be summarised as follows:

- 4 applications to extend hours
- 3 applications to allow or alter activities in external areas following the introduction of the smoking ban
- 2 applications to increase structural size
- 1 application to remove redundant licence conditions

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.

Interested Party Representation
(Form IPR1)



Section 1 – Licence application details

Please indicate as appropriate :

- I wish to object to the following application:**
- I wish to support the following application:**

Applicant name (if known): Nicola Claire Storey

Applicant premises name and address: The Mustard Pot, 20 Stainbeck Lane, Leeds, LS7 3QY

Section 2 – Your personal details

NB : If you are acting as a representative, please go to Section 3.

Title	Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Other _____
Surname	Lazenby
First name(s)	Robert

Address (incl postcode): [redacted] Stainbeck Lane, Leeds, LS7 3QY

Please note that a full copy of your representation (including your name and address) will be sent to the applicant and will be a public document at any hearing of this matter.

Please refer to our Guidance Note – GN-M Guidance on making representations for further information and alternative options.

Section 3 – Representative details

If you are representing someone else please complete details below

Name of Representative/ Organisation	
Full postal address (incl postcode)	

Please indicate capacity :

- Representative of Residents Association
- Parish Council
- Trade Association
- Ward Councillor
- MP
- Other (please specify) _____

Section 4 – Representation grounds

The representation is relevant to one or more of the following licensing objectives:

Please tick relevant box(es)

- Prevention of crime and disorder
- Prevention of public nuisance
- Protection of children from harm
- Public safety

Please select :

- I object to the application being granted at all
- I object to the application being granted in its current form*

*If you choose this option remember to tell us in the next section what changes you would prefer to see.

The grounds of the representation is based on the following:

In respect of licensing objective 1, the prevention of crime and disorder, I object to this licensing application for the following reasons.

The proposed changes mean that members of the general public will have access to the upstairs area of the property and to a room with a large window which looks directly out over our property. Therefore members of the general public will be able to see how to easily access our back garden and the rear of our property. They will be able to see what is in our garden such as bikes etc. and also be able to establish when we leave our property and when it is empty and what security measures are in place. We believe this represents a significant risk to the security of our property.

In respect of licensing objective 2, the prevention of public nuisance, I object to this licensing application for the following reasons.

The proposed changes mean that a room which is currently used for storage will be open to members of the public as an extension of the bar area and as a function room. This room has old sash windows which are not double glazed and have no noise insulation and is just a few metres from our property. Any noise such as people shouting, laughing and singing along with music would definitely be audible from our property and therefore have a detrimental effect right to enjoy our property peacefully. This will only exacerbate the current issues we are experiencing with noise nuisance from this venue.

You need to complete this box as fully as possible. If you do not the Licensing Authority may not be able to assess the relevance of your representation.

Please attach supporting documents/further pages as necessary – please number all additional pages.

Try to be as specific as possible and give examples, e.g. on 1 February I could hear loud music from the premises between 10pm and 1am. I am concerned that if the premises open until 2am this will cause a nuisance to me and other residents of the street.

Signed

[Redacted Signature]

Massey, Bridget

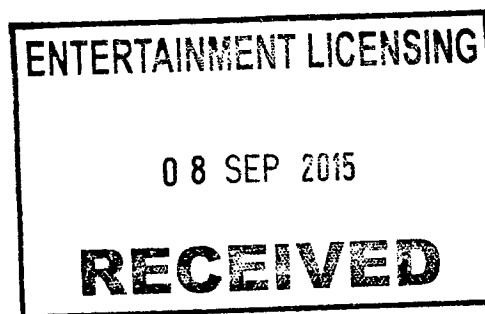
From: [REDACTED]
Sent: 08 September 2015 16:23
To: Entertainment Licensing
Cc: [REDACTED]
Subject: IPR1 for application ref: PREM/00526/003
Attachments: GN-P LA2003 Making a representation.doc

Dear Sir / Madam,

Please find attached our objection to the licensing application reference PREM/00526/003.

Many thanks

Robert Lazenby



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Report author: Mrs Emma White
0113 2474095

Report of the Head of Elections, Licensing and Registration

Report to the Licensing Sub Committee

Date: 13th October 2015

**Subject: Application for the grant of a premises licence for Greek Community Hall
The Greek Orthodox Church, Harehills Avenue, Harehills, Leeds, LS8 4EU**

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Chapel Allerton		
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, made by Mr Antonios Demetriou, for Greek Community Hall The Greek Orthodox Church, Harehills Avenue, Harehills, Leeds, LS8 4EU

The application is made for the Greek community hall which is adjacent to the Greek Orthodox Church . The premises will be used for private functions and various community meetings. The proposed licensable activities are live music, late night refreshment and sale by retail of alcohol as detail in 3.0.

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

The application has attracted representations from other persons, ward councillors and responsible authorities.

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 a premises licence.

3.0 The Application

3.1 The applicant is Mr Antonios Demetriou,

3.2 The application form may be found at **Appendix A** to this report.

3.3 In summary the application is for

Sale by retail of alcohol and Live Music.

Everyday 17:00 - 00:00

Late night refreshment.

Everyday 23:00 – 00:00

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

5.1 The applicant proposes to take specific steps to promote the licensing objectives identified in section "P" of the application form.

6.0 Proposed Designated Premises Supervisor

6.1 Mr Antonios Demetriou intends to be the Designated Premises Supervisor.

7.0 Licensing Hours

7.1 Members are directed to paragraphs 6.8 to 6.15 of 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.

7.2 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.

7.3 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.

7.4 A list of premises in the local area and their licensed hours and activities is provided at **appendix B**.

8.0 Location

8.1 A map which identifies the location of this premise is attached at **Appendix C**.

9.0 Representations

9.1 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.

9.2 Representations from Responsible Authorities

9.2.1 Representations have been received from West Yorkshire Police and Environmental Protection Team in their capacity as a responsible authority.

9.2.2 The representation submitted by West Yorkshire Police remains as a matter for Members consideration. A copy of the same may be found at **Appendix D**.

9.2.3 Any representations submitted may be agreed prior to hearing. In this instance the operating schedule has been amended to include measures agreed with Environmental Protection Team. A copy of the same may be found at **Appendix E**.

9.3 Other representations

9.3.1 The application has attracted representations from other persons.

9.3.2 The licensing section is in receipt of two individual letters of objection. Both which are opposed to this application on the grounds of noise nuisance. Copies are attached at **Appendix F**.

9.3.3 The ward councillors have also submitted a representation. A Copy is attached at **Appendix G**.

10.0 Options Available to Members

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

- Grant the application as requested.
- Grant the application whilst imposing additional conditions and/or altering in any way the proposed operating schedule.
- Exclude any licensable activities to which the application relates.
- Refuse to specify the said person as the designated premises supervisor.
- Reject the whole or part of the application.

10.2 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.

11.0 Background Papers

- Guidance issued under s182 Licensing Act 2003
- Leeds City Council Statement of Licensing Policy
- Representations received from other persons

Ew

03654/001



Leeds
Application for a premises licence
Licensing Act 2003

For help contact
entertainment.licensing@leeds.gov.uk
Telephone: 0113 2474091

* required information

Section 1 of 19

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference

Not Currently In Use

This is the unique reference for this application generated by the system.

Your reference

Greek Community Hall

You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

- Yes
- No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Applicant Details

* First name

Antonios

* Family name

Demetriou

* E-mail

[Redacted]

Main telephone number

[Redacted]

Include country code.

Other telephone number

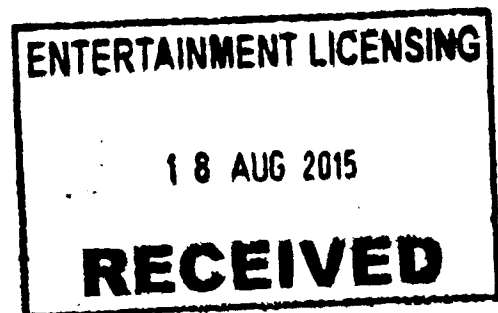
[Redacted]

Indicate here if the applicant would prefer not to be contacted by telephone

As the applicant:

- Applying as a business or organisation, including as a sole trader
- Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means the applicant is applying so the applicant can be employed, or for some other personal reason such as following a hobby.



Continued from previous page...

Address

† Building number or name	Greek Community Hall
† Street	Harehills Avenue
District	Harehills
† City or town	LEEDS
County or administrative area	
† Postcode	LS8 4EU
† Country	United Kingdom

Agent Details

† First name	Shaun
† Family name	Ward
† E-mail	
Main telephone number	
Other telephone number	

Include country code.

Indicate here if you would prefer not to be contacted by telephone

Are you:

- An agent that is a business or organisation, including a sole trader
- A private individual acting as an agent

A sole trader is a business owned by one person without any special legal structure.

Agent Business

† Is your business registered in the UK with Companies House?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
† Registration number	07584714	
† Business name	Knight Training	
† VAT number	GB	924 151 154
† Legal status	Private Limited Company	
† Your position in the business	Manager	
Home country	United Kingdom	

If your business is registered, use its registered name.


Put "none" if you are not registered for VAT.

The country where the headquarters of your business is located.

Continued from previous page...

Agent Registered Address

Address registered with Companies House.

Building number or name	 The Barracks, White Cross Business Park
Street	South Road
District	
City or town	LANCASTER
County or administrative area	Lancashire
Postcode	LA1 4XQ
Country	United Kingdom

Section 2 of 19

REMISES DETAILS

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 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.

Premises Address

Are you able to provide a postal address, OS map reference or description of the premises?

- Address OS map reference Description

Postal Address Of Premises

Building number or name	Greek Community Hall
Street	57 Harehills Avenue
District	HAREHILLS
City or town	LEEDS
County or administrative area	
Postcode	LS8 4EU
Country	United Kingdom

Further Details

Telephone number	
Non-domestic rateable value of premises (£)	

Section 3 of 19

APPLICATION DETAILS

1. In what capacity are you applying for the premises licence?

- An individual or individuals
- A limited company
- A partnership
- An unincorporated association
- A recognised club
- A charity
- The proprietor of an educational establishment
- A health service body
- A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- 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
- The chief officer of police of a police force in England and Wales
- Other (for example a statutory corporation)

Confirm The Following

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

Section 4 of 19

INDIVIDUAL APPLICANT DETAILS

Applicant Name

Is the name the same as (or similar to) the details given in section one?

- Yes No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

First name

Family name

Is the applicant 18 years of age or older?

- Yes No
-

continued from previous page...

Applicant Postal Address

Is the address the same as (or similar to) the address given in section one?

Yes No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

Building number or name	<input type="text" value="10"/>
Street	<input type="text" value="Silver Street"/>
District	<input type="text"/>
City or town	<input type="text" value="Wakefield"/>
County or administrative area	<input type="text"/>
Postcode	<input type="text" value="WF1 1UY"/>
Country	<input type="text" value="United Kingdom"/>

Applicant Contact Details

Are the contact details the same as (or similar to) those given in section one?

Yes No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

E-mail	<input type="text"/>
Telephone number	<input type="text"/>
Other telephone number	<input type="text"/>

Section 5 of 19

OPERATING SCHEDULE

When do you want the premises licence to start? / /
dd mm yyyy

If you wish the licence to be valid only for a limited period, when do you want it to end / /
dd mm yyyy

Provide a general description of the premises

For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies you must include a description of where the place will be and its proximity to the premises.

The premises is a Greek community hall adjacent to the the Greek Orthodox Church.

The premises will be used for private functions and various community meetings. The premises will be open from 1200 hours to 0000 hours each day, but licensable activities are only being requested between 1700 hours and 0000 hours Monday to Sunday.

Continued from previous page...

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

Section 6 of 19

PROVISION OF PLAYS

Will you be providing plays?

- Yes No

Section 7 of 19

PROVISION OF FILMS

Will you be providing films?

- Yes No

Section 8 of 19

PROVISION OF INDOOR SPORTING EVENTS

Will you be providing indoor sporting events?

- Yes No

Section 9 of 19

PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

Will you be providing boxing or wrestling entertainments?

- Yes No

Section 10 of 19

PROVISION OF LIVE MUSIC

Will you be providing live music?

- Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock. (e.g., 16:00) and only give details for the day of the week when you intend the premises to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

Continued from previous page...

THURSDAY

Start	<input type="text" value="17:00"/>	End	<input type="text" value="00:00"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="17:00"/>	End	<input type="text" value="00:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="17:00"/>	End	<input type="text" value="00:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="17:00"/>	End	<input type="text" value="00:00"/>
Start	<input type="text"/>	End	<input type="text"/>

Will the performance of live music take place indoors or outdoors or both?

- Indoors Outdoors Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State 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.

State any seasonal variations for the performance of live music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the performance of live music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 11 of 19

PROVISION OF RECORDED MUSIC

Will you be providing recorded music?

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the day
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the playing of recorded music take place indoors or outdoors or both?

Indoors

Outdoors

Both

Where taking place in a building or other
structure tick as appropriate. Indoors may
include a tent.

State 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.

State any seasonal variations for playing recorded music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Continued from previous page...

Non-standard timings. Where the premises will be used for the playing of recorded music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 12 of 19

PROVISION OF PERFORMANCES OF DANCE

Will you be providing performances of dance?

Yes No

Section 13 of 19

PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

Will you be providing anything similar to live music, recorded music or performances of dance?

Yes No

Section 14 of 19

LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock. (e.g., 16:00) and only give details for the day of the week when you intend the premises to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

Continued from previous page...

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the provision of late night refreshment take place indoors or outdoors or both?

- Indoors Outdoors Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State 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.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the supply of late night refreshments at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 15 of 19

SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

- Yes No

Continued from previous page...

Standard Days And Timings

MONDAY

Start 17:00

End 00:00

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the day
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start 17:00

End 00:00

Start

End

WEDNESDAY

Start 17:00

End 00:00

Start

End

THURSDAY

Start 17:00

End 00:00

Start

End

FRIDAY

Start 17:00

End 00:00

Start

End

SATURDAY

Start 17:00

End 00:00

Start

End

SUNDAY

Start 17:00

End 00:00

Start

End

Will the sale of alcohol be for consumption:

- On the premises Off the premises Both

If the sale of alcohol is for consumption on
the premises select on, if the sale of alcohol
is for consumption away from the premises
select off. If the sale of alcohol is for
consumption on the premises and away
from the premises select both.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Continued from previous page...

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

State the name and details of the individual whom you wish to specify on the licence as premises supervisor

Name

First name

Family name

Enter the contact's address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Personal Licence number (if known)

Issuing licensing authority (if known)

PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- Electronically, by the proposed designated premises supervisor
- As an attachment to this application

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

Continued from previous page...

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

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 etc gambling machines etc.

None

Section 17 of 19

OURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the day
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Continued from previous page...

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 18 of 19

LICENSING OBJECTIVES

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

a) General – all four licensing objectives (b,c,d,e)

List here steps you will take to promote all four licensing objectives together.

The premises licence holder/DPS have carried out a risk assessment with consideration of the four licensing objectives.

A documented staff training programme shall be provided to all members of staff at the premises in respect of the:-

- retail sale of alcohol;
- age verification policy;
- conditions attached to the Premises Licence;
- permitted licensable activities;
- the licensing objectives; and
- opening times for the venue.

b) The prevention of crime and disorder

The premises shall only operate as a community centre and not as a bar or vertical drinking establishment.

A Refusal Register and an Incident Report Register shall be maintained for the premises.

Such registers will record incidents of staff refusals to under age or drunk people as well as incidents of any anti-social behaviour and ejections from the premises.

No drinks shall be taken out of the licensed premises (or licensed area)

Alcoholic drinks purchased on the premises may only be taken off the premises in sealed containers.

c) Public safety

The premises will be maintained in a safe manner at all times.

All repairs and maintenance will be completed at the earliest opportunity.

All exits will be clear of hazards at all times.

d) The prevention of public nuisance

All refuse will be disposed of in an appropriate manner and staff instructed to maintain all external areas in a clean and presentable manner at all times.

All licensable activity shall cease at the appropriate hour Page 58

Continued from previous page...

e) The protection of children from harm

The premises shall operate the Challenge 25 policy for the sale of alcohol.

The only acceptable proof of age identification shall be a current passport, Photo card Driving Licence or identification carrying the PASS logo.

Staff will be trained in the understanding of this policy and staff training records will be maintained on site at all times.

Section 19 of 19

PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.

The premises licence fee is based on the non domestic rateable value of the premises these fees are:

Non domestic rateable value £4,300 or less - £100

Non domestic rateable value between £4,301 and £33,000 - £190

Non domestic rateable value between £33,001 and £87,000 - £315

Non domestic rateable value between £87,001 and £125,000 - £450

Non domestic rateable value £125,001 or more - £635

If the premise's non domestic rateable value is £87,001 or more and the premises is used exclusively or primarily for the supply of alcohol for consumption on the premises the fee for this application is:

Non domestic rateable value between £87,001 and £125,000 - £900

Non domestic rateable value £125,001 or more - £1905

If this application is for a community premises e.g. a village hall or community centre and the application does not include the sale of alcohol as an activity there is no fee payable.

If the premises will have 5,000 people or more in attendance at any one time there is an additional fee payable which we will contact you to pay when you submit your application. Details of these fees are available at http://www.leeds.gov.uk/business/Licences_and_street_trading/Licence__alcohol_and_entertainment.

Fee amount (£)

100.00

DECLARATION

I will make payment of the fee on submission of this application.

I have attached, or will post to Leeds City Council, the plans of the premises.

I have attached, or will post to Leeds City Council, the consent form completed by the individual I wish to be premises supervisor, or I will ensure the individual I wish to be premises supervisor submits the consent form electronically.

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.

I understand that Leeds City Council is under a duty to protect the public funds it administers, and to this end may use the information I have provided on my application for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

Full name

Shaun Ward

Capacity

Applicant's Agent

ontinued from previous page...

Date

18	/	08	/	2015
dd		mm		yyyy

Add another signatory

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...
2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/leeds/apply-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING 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

OFFICE USE ONLY

Applicant reference number	Greek Community Hall
Fee paid	
Payment provider reference	
ELMS Payment Reference	
Payment status	
Payment authorisation code	
Payment authorisation date	
Date and time submitted	
Approval deadline	
Error message	
Digitally signed	<input type="checkbox"/>

< Previous 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 Next >

Consent of individual to being specified as premises supervisor

Antonios Costa Demetriou

.....
[full name of prospective premises supervisor]

of

.....
Silver Street WAKEFIELD WF1 1UY

.....
[home address of prospective premises supervisor]

hereby confirm that I give my consent to be specified as the designated premises supervisor in relation to the application for

A Premises Licence

.....
[type of application]

by

Antonios Costa Demetriou

.....
[name of applicant]

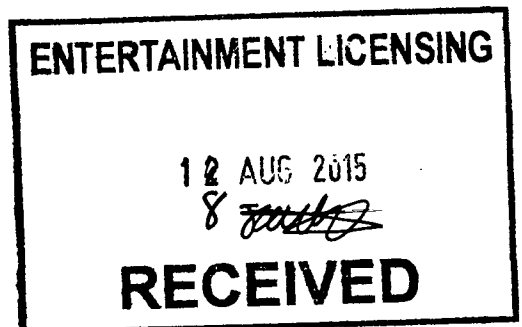
relating to a premises licence

.....
[number of existing licence, if any]

for

Greek Community Hall, The Greek Orthodox Church, 57 Harehills Avenue,
LEEDS, LS8 4EU

.....
[name and address of premises to which the application relates]



and any premises licence to be granted or varied in respect of this application made by

Antonios Costa Demetriou

[name of applicant]

concerning the supply of alcohol at

Greek Community Hall, The Greek Orthodox Church, 57 Harehills Avenue,
LEEDS, LS8 4EU

[name and address of premises to which application relates]

I also confirm that I am applying for, intend to apply for or currently hold a personal licence, details of which I set out below.

Personal licence number



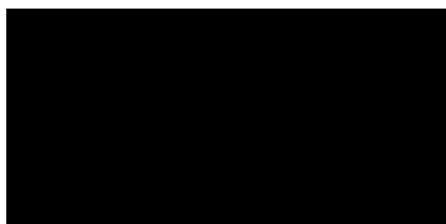
[insert personal licence number, if any]

Personal licence issuing authority

Wakefield

[insert name and address and telephone number of personal licence issuing authority, if any]

Signed



Name (please print)

Antonios Costa Demetriou

Date

21st July 2015

Issued premises licences and club certificates within an area



PREM/00070 - Adriatic Hotel, 83 - 89 Harehills Avenue, Harehills, Leeds, LS8 4ET

Sale by retail of alcohol	
Monday to Saturday	10:00 - 00:00
Sunday	12:00 - 23:30
Performance of live music (Dining Room)	
Monday to Saturday	08:00 - 00:00
Performance of recorded music (Dining Room)	
Monday to Saturday	08:00 - 00:00
Performance of dance (Dining Room)	
Monday to Saturday	08:00 - 00:00
Entertainment similar to live music, recorded music or dance (Dining Room)	
Monday to Saturday	08:00 - 00:00

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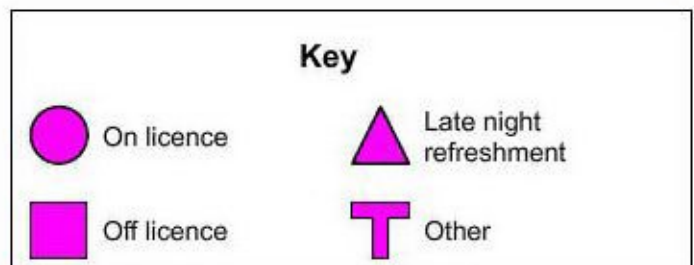
Appendix C



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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Ew

Appendix D
03654/001

From: [REDACTED]
Sent: 15 September 2015 10:24
To: [REDACTED]
Cc: Entertainment Licensing
Subject: The Greek Community Centre - Letter of Representation 150915 [NOT PROTECTIVELY MARKED]
Attachments: Greek Community Hall - Letter of representation 150915.doc

Mr Demetriou,

Please find attached a letter of representation in respect of the above named premises.

PC 5783 Lynn Dobson
Leeds District Licensing Department
Leeds District
Elland Road, Leeds, LS11 8BU
Internal: 50215
External: 0113 3859415
To report a crime, please ring 101. Always dial 999 in an emergency.



For the latest news and updates:

Visit our website - www.westyorkshire.police.uk

'Like' us on Facebook - [westyorkshirepolice](https://www.facebook.com/westyorkshirepolice) | 'Follow' us on Twitter - [@WestYorksPolice](https://twitter.com/WestYorksPolice) | 'Watch' us on YouTube www.youtube.com/999tv



Are You Interested In Being A Special Constable - Click To Find Out More
<http://www.westyorkshire.police.uk/bespecial>

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11/11/11

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**WEST YORKSHIRE
POLICE**

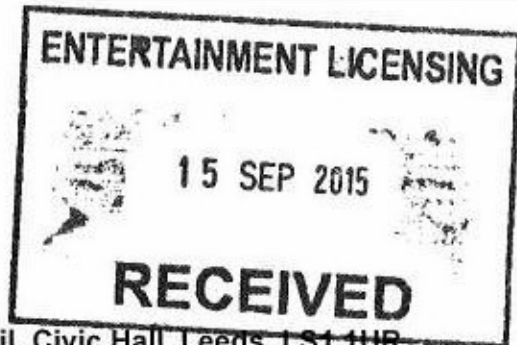
Leeds District Licensing Department

Leeds District Licensing Department
West Yorkshire Police
District Headquarters
Elland Road
Leeds
LS11 8BU

Tel: [REDACTED]
e-mail: [REDACTED]

15 September 2015

Mr A Demetriou
10 Silver Street
Wakefield
WF1 1UY



cc. Entertainment Licensing Section. Leeds City Council, Civic Hall, Leeds. LS1 1UR

**RE: GREEK COMMUNITY HALL, GREEK ORTHODOX CHURCH, HAREHILLS AVE, LS8 4EU
NEW PREMISES LICENCE APPLICATION – LICENSING ACT 2003:
POLICE – LETTER OF REPRESENTATION – ‘QUALIFIED’ OBJECTION:**

Thank you for submitting your application for the above premises, received at the address above on 19 August 2015.

West Yorkshire Police are of the opinion that your application contains insufficient information about how you intend to meet the licensing objectives.

We therefore confirm that we are submitting a formal representation against your application on the grounds of:

1. the prevention of crime & disorder
2. the prevention of public nuisance, and
3. the protection of children from harm.

However, West Yorkshire Police are also of the opinion that the said objectives could be met should you be prepared to incorporate certain identified measures within your operating schedule, in **addition** to what you may have offered in your application.

Please find enclosed a document which at **Part 1** contains the suggested measures which this authority considers are proportionate and appropriate to the nature of your application.

Should you be in agreement with the suggested measures then please signify this by completing and signing **Part 2** of the enclosed form and return the complete document to this office as soon as possible. Upon receipt of your consent at **Part 2**, it will be taken that you signify your wishes for the licensing authority to amend your operating schedule to incorporate the proposed measures.

NOT PROTECTIVELY MARKED

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Alternatively should you disagree with the proposed measures, then please complete **Part 3** and again return the complete document to this office as soon as possible.

PART 1 - to be completed by the Responsible Authority:

West Yorkshire Police propose the following control measures under the Licensing Act 2003 (in **addition** to those that you may have already offered), for the premises:

**GREEK COMMUNITY HALL,
GREEK ORTHODOX CHURCH,
HAREHILLS AVENUE,
LEEDS LS8 4EU**

Having considered the application under the Licensing Act 2003 for the above premises, West Yorkshire Police considers that the following measures are relevant, proportionate and necessary in order to promote the following licensing objectives:

- the prevention of crime & disorder
- the prevention of public nuisance
- the protection of children from harm

Measures / Additional measures proposed:

- 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.
- The CCTV system will contain the correct time and date stamp information.
- The CCTV system will have sufficient storage retention capacity for a minimum of 31 days continuous footage which will be of good quality.
- 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.
- 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.
- 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.

NOT PROTECTIVELY MARKED

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- The Incident Report Register will be produced for inspection immediately on the request of an authorised officer.
- The PLH/DPS staff will ask for proof of age from any person appearing to be under the age of 25 who attempts to purchase alcohol at the premises.

West Yorkshire Police are satisfied that the proposed measures are not adequately dealt with by other legislation.

By signing the declaration enclosed overleaf at **Part 2**, the applicant agrees to incorporate the proposed measures within the Operating Schedule for the said premises.

Upon the satisfactory completion of the declaration, West Yorkshire Police will provide notice to the Licensing Authority that our representation is withdrawn in accordance with schedule 10(a) of the Licensing Act 2003 (Hearings) Regulations 2005.

Lynn Dobson
PC 5783
Leeds District Licensing Officer

NOT PROTECTIVELY MARKED

PART 2 – to be completed by the applicant or applicant’s representative:

Consent for all proposed control measures under the Licensing Act 2003.

Name & Address of Premises:

**GREEK COMMUNITY HALL,
GREEK ORTHODOX CHURCH,
HAREHILLS AVENUE,
LEEDS LS8 4EU**

I / We

Confirm that I am / we are the applicant / the applicant’s representative (delete as appropriate) for the premises as stated above.

In signing this document:

- I / we agree with the measures proposed by West Yorkshire Police,
- I / we provide our consent for the Licensing Authority to incorporate the said measures into the operating schedule for the stated premises, and furthermore,
- I / we confirm the premises will then operate in accordance with those measures agreed to.

Signed:

Dated:

NOT PROTECTIVELY MARKED

PART 3 – to be completed by the applicant or applicant’s representative:

Proposed control measures under the Licensing Act 2003

Name & Address of Premises:

**GREEK COMMUNITY HALL,
GREEK ORTHODOX CHURCH,
HAREHILLS AVENUE,
LEEDS LS8 4EU**

I / We

Confirm that I am / we are the applicant / the applicant’s representative (delete as appropriate) for the premises as stated above.

I / We formally advise that we are not prepared to accept the proposed measures as suggested by the West Yorkshire Police.

In this instance we understand that West Yorkshire Police will maintain their representation to my /our application, which will now proceed to a hearing before the Licensing Sub-Committee, at which I / we will be required to attend.

Signed:

Dated:

NOT PROTECTIVELY MARKED

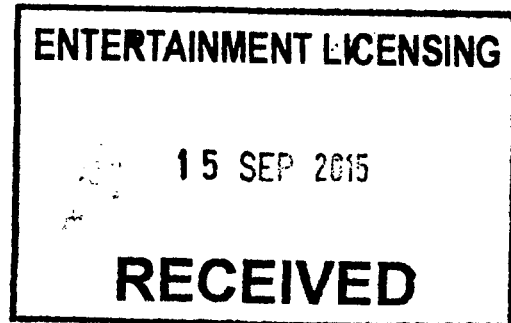
From: Mudhar, Gurdip
Sent: 15 September 2015 17:11
To: [REDACTED]
Cc: [REDACTED]
Subject: PREM/03654/001 The Greek Orthodox Church Harehills Avenue Harehills Leeds LS8 4EU
Attachments: 57 Harehills Avenue Leeds 8.rtf

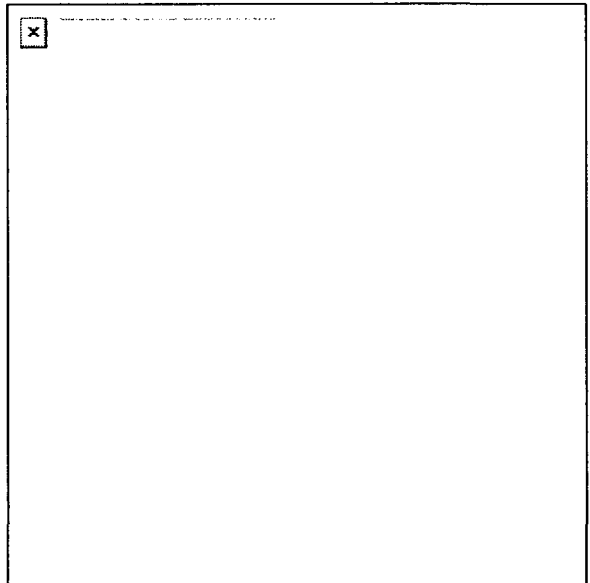
Emma

Please find the attached 'qualified objection' letter in respect of the above-mentioned premises.

Regards.

Gurdip Mudhar (Environmental Health Officer)
Environmental Protection Team
Leeds City Council
Millshaw Park Way
Leeds
LS11 0LS
Telephone 0113 3951270





Mr. Shaun Ward
Knight Training
134 The Barracks
White Cross Business Park
South Royd
Lancaster
LA1 4XQ

Environmental Protection Team
Leeds City Council
Millshaw Park Way
Leeds
LS11 0LS

Contact: Mr. Mudhar
Tel: 0113 3951270
Our reference: PREM/03654/001
Date: 15 September 2015

Dear Sir

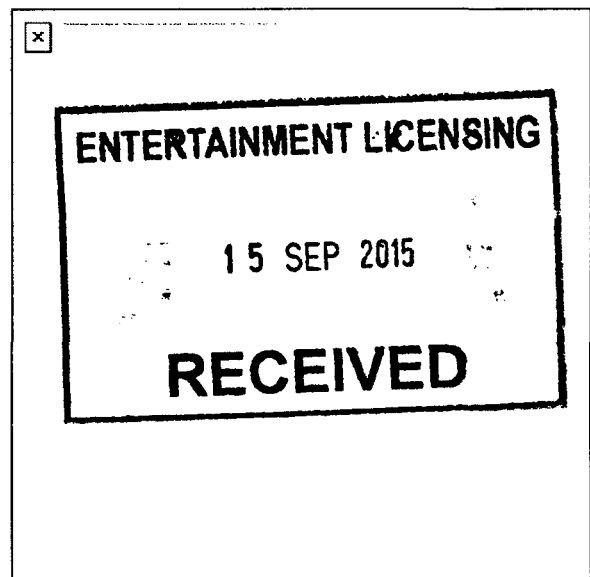
Licensing Act 2003

**Name and Address of Premises: The Greek Orthodox Church, Harehills Avenue,
Harehills, Leeds, LS8 4EU,**

We refer to your licensing application for the above premises. We believe you have not given enough information about how you intend to meet a licensing objective, which is to prevent public nuisance. We therefore submit a formal objection to your application that includes information specifically associated with the premises and the area .

www.leeds.gov.uk

general enquiries 0113 222
4444



You could meet the objective by agreeing to certain measures that we suggest are reasonable and relevant to your application. Please see part 1 of the enclosed document.

If you agree with the measures please complete and sign part 2 of the enclosed form and return it to us as soon as possible. Once we receive the form we will take it that you wish the licensing authority to amend your operating schedule to include those measures as conditions on the licence. If you disagree with the suggested measures then please complete part 3 and return it to us as soon as possible.

If you feel we should consider anything else or you have any questions please do not hesitate to contact us.

If the opening hours you propose under this application differ to those on the current planning approval then you should also apply to Planning Services to vary the hours. If you operate without planning permission you may have not met the relevant planning condition. You can contact Planning Services on 0113 222 4409.

Yours faithfully

Gurdip Mudhar
Environmental Health Officer

PART 1

To be completed by the responsible authority

Leeds City Council's Environmental Action Service

Proposed Controlled Measures under the Licensing Act 2003

Name and Address of Premises: The Greek Orthodox Church, Harehills Avenue, Harehills, Leeds, LS8 4EU.

The application premises comprises Greek community hall / function room which is mostly used for the community's own events and on occasions it is also hired to the third parties to hold private parties and wedding receptions etc. The premises are situated within a predominantly residential area hence surrounded by dwellings to all sides. The access into the hall is through the side entrance and the patrons could egress and ingress into the building either from the Avenue crescent or the Harehills Avenue.

There is no dedicated car park for the customers hence the vehicles are parked in the surrounding residential streets. There are two external fire exits / doors to the front elevation of the building (facing the residential properties on the Avenue Crescent) which leads to the external area. These fire exits are accessed from the function room via a set of internal double doors thus forming the intervening lobbies between the function rooms and the main fire doors. The access into the sanitary facilities is gained via the intervening lobbies. The above-mentioned external fire doors and the internal doors (including the automatic door closures) are old and ill-fitting and leave considerable gaps in the middle and the bottom the doors when they are shut. These doors are, therefore ineffective in preventing the noise escaping from the function room.

It is not known if the space between the suspended ceiling to the function room and the main roof is acoustically treated (by mineral wool) to prevent any entertainment noise breaking out

through the ceiling. The windows to the building are singly glazed and the function room is not air conditioned. It is, therefore my concern that the customers will have the tendency to open both the external doors and the windows to maintain comfortable temperature in the function room during the summertime.

There is a history of sporadic noise nuisance complaints made by the local residents by way of loud music breaking out from the function room and noise (raised voices, shouting and screaming) from comings and goings of the customers, and customers congregating immediately outside the premises after the event. The residents have also complained about the excessive noise caused during the loading of sound system into the vehicles after the event.

Recently late night events have taken place at the premises which were granted under the Temporary Events notices issued under the Licensing Act 2003; some of these events have resulted in noise nuisance complaints from the residents.

In view of the above concerns, we are objecting to this application being granted to carry out licensable activities until mid-night in the densely populated residential area. We, therefore consider that the following measures are relevant and reasonable in order to meet the prevention of public nuisance objective of the Licensing Act 2003. In addition to the following conditions, we have also made some recommendations which may go some way to reducing the noise impact.

Noise , Litter and movement of patrons.

1. The Opening hours of the premises to carry out any licensable activities shall be restricted between the following times daily:

12:00 hours (mid-day) - 23:00 hours.
2. Noise from a licensable activity at the premises will not be audible at the nearest noise sensitive premises at the Avenue Crescent.
3. There shall be no external loudspeakers.
4. Bottles will not be placed in any external receptacle between 11 pm and 7 am the following day to minimise noise disturbance to neighbouring properties.
5. The Premises Licence Holder / Designated Premises Supervisor will ensure patrons use external areas for smoking purposes in a manner which does not cause disturbance to nearby residents.
6. The designated smoking area shall be for 'smoking only' and the premises licence holder or nominated person will take reasonable steps to prevent the consumption of any drinks in this area.
7. Clear and legible notices shall be displayed at exits and other circulatory areas requesting patrons to leave the premises 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.

8. The activities of persons using the external areas shall be monitored after 11 pm and they shall be reminded to have regard to the needs of local residents and to refrain from shouting and anti social behaviour etc when necessary.
9. Ensure all doors and windows are kept closed to reduce noise nuisance from the premises when regulated entertainment takes place. The external fire doors must not be opened unless there is an emergency. The Premises Licence Holder or nominated person shall ensure that self-closing doors are not wedged open during regulated entertainment.
10. The Premises Licence Holder / Designated Premises Supervisor shall ensure that litter arising from people using the premises is cleared away regularly and that promotional materials such as flyers do not create litter.

Recommendations

1. Alarms shall be fitted to the external fire doors to alert staff when they are opened without authorisation.
2. A noise limiting device shall be fitted so that all regulated entertainment is channelled through the devices. The Premises Licence Holder or nominated person shall ensure that the noise limiting device is sealed and secured after commissioning, so that sound operators cannot override the system during the performance of live and recorded music.
3. An ineffective automatic door closures to the internal double doors (doors leading to the external fire doors and the sanitary facilities) shall be renewed.
4. In order to improve the sound attenuation of the premises the external fire doors and the internal doors shall be renewed.
5. The Premises Licence Holder or nominated person shall ensure that announcements are made (in a responsible manner) prior to closing requesting patron's co-operation in leaving the premises and vicinity as quickly and as quietly as possible.
6. The Premises Licence Holder or nominated person shall ensure sufficient door staffs are positioned at the exits from the premises to remind departing patrons of the need to avoid causing nuisance or disturbance to local residents.
7. The Premises Licence Holder or nominated person shall carry out observations in the vicinity of the properties at the Avenue Crescent and the Harehills Avenue. Live music, karaoke or DJ's playing recorded music is taking place to establish whether there is a noise breakout from the premises. If the observation reveals noise breakout at a level likely to cause disturbance to the occupants of properties in the

vicinity then the volume of music shall be reduced to a level to comply with the licensing condition.

Signed:

Gurdip Mudhar (Environmental Health Officer)

Dated: 15th September 2015

PART 2

To be completed by the applicant's representative

**Leeds City Council's Environmental Action Service
Proposed Controlled Measures under the Licensing Act 2003**

**Name and Address of Premises: The Greek Orthodox Church, Harehills Avenue,
Harehills, Leeds, LS8 4EU,**

I / We

confirm that I am / we are the applicant / the applicant's representative (*delete as appropriate*)
for the premises as stated above.

In signing this document I / we agree with the measures proposed by Leeds City Council's
Environmental Action Service, and we provide our consent for the licensing authority to
incorporate the said measures into the operating schedule for the stated premises.

Signed:

Dated:

PART 3

**Name and Address of Premises: The Greek Orthodox Church, Harehills Avenue,
Harehills, Leeds, LS8 4EU,**

I / We

confirm that I am / we are the applicant / the applicant's representative (*delete as appropriate*)
for the premises as stated above.

I / We formally advise that we are not prepared to accept the proposed measures as
suggested by Leeds City Council's Environmental Action Service.

In this instance we understand that Leeds City Council's environmental action service will
maintain their representation to my /our application, which will now proceed to a hearing
before the licensing sub-committee.

Signed:

Dated:

Please return this document to:

Environmental Protection Team
Leeds City Council
Millshaw Park Way
Leeds
LS11 0LS

White, Emma

From: Mudhar, Gurdip
Sent: 25 September 2015 12:19
To: White, Emma
Subject: RE: Greek Orthodox Church

Emma

Given that the applicant's representative for the above-mentioned premises have accepted our conditions, I can confirm that Environmental Health Services are no longer objecting to this application in relation to public nuisance concerns, subject to the agreed conditions being imposed on the operating schedule.

Regards.

Gurdip Mudhar (Environmental Health Officer)
Environmental Protection Team
Leeds City Council
Millshaw Park Way
Leeds
LS11 0LS
Telephone 0113 3951270

From: White, Emma
Sent: 25 September 2015 09:46
To: Shaun Ward
Cc: Mudhar, Gurdip
Subject: RE: Greek Orthodox Church

Good Morning Gurdip,

Please see the email below.

Kind Regards

Emma White
Licensing Officer
Entertainment Licensing
Leeds City Council
Tel: 0113 2474095
Fax: 0113 2243885
email: emma.white@leeds.gov.uk
www.leeds.gov.uk

Ew

03654/001

Interested Party Representation
(Form IPR1)



Section 1 – Licence application details

Please indicate as appropriate :

- I wish to object to the following application:
- I wish to support the following application:

Applicant name (if known): Antonia Demetrious
 Applicant premises name and address: Greek Orthodox Church
Avenue Crescent LEEDS 8

Section 2 – Your personal details

NB : If you are acting as a representative, please go to Section 3.

Title <u>M</u>	Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Other _____
Surname	<u>WITHELL</u>
First name(s)	<u>KEITH</u>

Address (incl postcode): [REDACTED] Avenue Crescent
LEEDS LS8 4HD

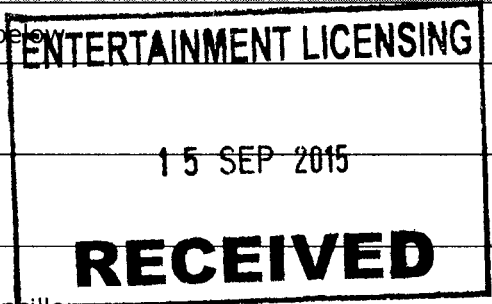
Please note that a full copy of your representation (including your name and address) will be sent to the applicant and will be a public document at any hearing of this matter.

Please refer to our Guidance Note – GN-M Guidance on making representations for further information and alternative options.

Section 3 – Representative details

If you are representing someone else please complete details below

Name of Representative/ Organisation	
Full postal address (incl postcode)	
Please indicate capacity : <ul style="list-style-type: none"> <input type="checkbox"/> Representative of Residents Association <input type="checkbox"/> Parish Council <input type="checkbox"/> Trade Association <ul style="list-style-type: none"> <input type="checkbox"/> Ward Councillor <input type="checkbox"/> MP <input type="checkbox"/> Other (please specify) _____ 	



Section 4 – Representation grounds

The representation is relevant to one or more of the following licensing objectives:

- Prevention of crime and disorder
- Prevention of public nuisance
- Protection of children from harm
- Public safety

Please tick relevant box(es)

Please select :

- I object to the application being granted at all
- I object to the application being granted in its current form*

*If you choose this option remember to tell us in the next section what changes you would prefer to see.

The grounds of the representation is based on the following:

The Church Premises have had temporary licenses in the past and there have been noise nuisance problems and problems in the street after events. Earlier this year police had to attend when there was a disturbance in the street at 10pm. More recently two (in May 2015) events were followed by continuous noise and disturbance on the street until 2 a.m. The Council Noise Nuisance team visited the Church later to follow this up. (17/05/15) I actually went into the street to ask the people to desert and leave - I was roundly abused. The police were notified and gave me a crime number - 13150237814. The majority of people who attend come and go in cars or leave in taxis, so this is not a local community provision. And the street parking is overtaken by cars and frequently access is difficult. I did ask the Church Committee to at least give advance notice of events, but they declined as they claimed there was no requirement to do so.

You need to complete this box as fully as possible. If you do not the Licensing Authority may not be able to assess the relevance of your representation.

Please attach supporting documents/further pages as necessary – please number all additional pages.

Try to be as specific as possible and give examples, e.g. on 1 February I could hear loud music from the premises between 10pm and 1am. I am concerned that if the premises open until 2am this will cause a nuisance to me and other residents of the street.

Signed: [Redacted]

Date: 15/04/15

Re Creek Orthodox Church

Summary:

License Application

Residents already have problems with events at the Church and a license for all year would increase them:

There has been noise nuisance, including beyond midnight.

There has been subsequent disturbances in the street up to 2 a.m.

and the users come from outside the area and there are parking and access problems

[REDACTED]

15/09/15

[REDACTED]

Avenue Court

LSR 47 D

03654/001

1

From: [REDACTED]
Sent: 14 September 2015 16:02
To: Entertainment Licensing; Nelson, Matthew
Subject: RE: You have a new Enquiry from Web

Thank you Matthew.

My comments are as follow:

I am submitting my comment as a neighbour to the premises in question and wish to object to the application.

I wish to object to the granting of this license on the grounds that previous temporary licenses have created considerable late night disturbance in Avenue Crescent, Hilton Grove, and Hilton Place.

On such occasions music is played at a volume which is clearly audible from within my house [REDACTED]. People entering and leaving the premises often do so loudly, shouting, and banging car doors, and there has already been one occasion this year when Police have attended a fracas outside the premises at 10 pm, while a temporary license was in operation. This is an otherwise quiet, residential area, with a high proportion of young families and older adults. Being a compact residential area, any noise in the street disturbs resident's sleep and angry exchanges are highly disturbing to young children and vulnerable adults.

I also wish to note that there are significant problems caused by large numbers of people attending events at this venue by car. Vehicles are frequently parked in locations blocking garages and driveways, and increase pressure on residents' parking spaces., resulting in residents having to park several streets away, and producing additional pressure on parking in those streets. Overcrowding of parking spaces and increased traffic on the streets provide an increased hazard to pedestrians, and particularly the many children who live and play in the surrounding streets. It should be noted this license application applies from 5.00 pm when many children and adults are moving around the streets.

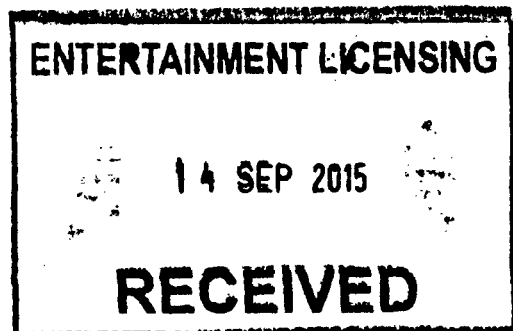
I wish it particularly noted that the majority of people access this venue from the rear entrance on Avenue Crescent, and the streets adjoining (Hilton Road, Hilton Place, Hilton Grove and Avenue Hill) are all significantly affected by this.

I firmly believe the current arrangements for temporary licensing more than adequately meets the needs of a church located in a residential area. Any license which allows greater frequency of events at these premises will have a significant impact on people in neighbouring streets through noise, disturbance and overall detriment to living conditions in this area.

Best wishes

Chris

Chris Powell
e: [REDACTED]
mobile: [REDACTED]
mail: [REDACTED] Hilton Place, Harehills, Leeds LS8 4HE



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

From: Entertainment Licensing [mailto:Entertainment.Licen@leeds.gov.uk]
Sent: 14 September 2015 15:40
To: Chris Powell

03654/001

From: [Redacted]
Sent: 15 September 2015 12:04
To: Entertainment Licensing
Cc: Dowson, Cllr Jane; Rafique, Cllr Mohammed; Taylor, Cllr Eileen
Subject: Licensing application for Greek Orthodox Church on Avenue Crescent - PREM/03654/001

Dear Sir or Madam

We refer to the licence application submitted by the Greek Orthodox Church on Avenue Crescent and write to submit our comments.

Whilst we do not entirely object to the application, we do have concerns over the impact it will have on the surrounding residential area. Indeed we have been contacted by a number of residents already regarding the disturbance that events at this premises can cause. We understand that there have already been a number of TENS granted and the feedback from residents is that these events have been disruptive.

It is our understanding that the licence has been requested for functions and we do not object to the principle of this, however, midnight is quite late for a predominantly residential area and at this time we have no way of knowing how frequently events will be held. In addition we have concerns over the noise levels causing disruption to neighbouring residents, particularly when people leave at the end of the event. Residents have also raised concerns about the impact of parking these events can have on surrounding residential streets as the premises has no parking provision.

We are also concerned to hear that residents have had problems submitting their comments through the public access website. In light of these issues we would hope that these problems are being investigated and would ask that the deadline for comments is extended to allow interested parties to ensure that their comments are recorded.

It is clear that there is some local objection to this application and we hope therefore that it will be going before the Licensing Committee for consideration. Your comments and assistance would be appreciated.

Yours sincerely

Cllr Jane Dowson Cllr Mohammed Rafique Cllr Eileen Taylor

Chapel Allerton Ward Councillors



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Report author: Mrs Bridget Massey
0113 2474095

Report of the Head of Elections, Licensing and Registration

Report to the Licensing Sub Committee

Date: 13th October 2015

Subject: Application for the Grant of a Premises Licence for Caffeine & Co Unit
32/33 Block H , The Boulevard, Hunslet, Leeds, LS10 1LU

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, made by Lotusblend Limited, for Caffeine & Co Unit 32/33 Block H , The Boulevard, Hunslet, Leeds, LS10 1LU.

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

The application has attracted representations from responsible authorities.

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 a first application for a premises licence.

3.0 The Application

- 3.1 The applicant is Lotusblend Limited.
- 3.2 The application form may be found at Appendix A to this report.
- 3.3 In summary the application is for:

Every Day	
Recorded Music	10.00 to 23:30
Sale of Alcohol	08:00 to 23:30
Late Night Refreshment	23:00 to 23:30

Non-Standard Timings

From the start time on New Years Eve to the terminal hour for New Years Day.

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

- 5.1 The applicant proposes to take specific steps to promote the licensing objectives in the attached operating schedule within the application.

6.0 Proposed Designated Premises Supervisor

- 6.1 Ben Loebell intends to be the designated premises supervisor.

7.0 Licensing Hours

- 7.1 Members are directed to paragraphs 6.8 to 6.15 of 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.

7.2 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.

7.3 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.

7.4 A list of premises in the local area and their licensed hours and activities is provided at **Appendix F**.

8.0 Location

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

8.2 This application is in an area where the council has put in place Local Licensing Guidance. This means that the area in which this premises is situated have been identified by the Area Committees as vulnerable to problem drinking and there are additional issues that directly impact the promotion of the licensing objectives. The applicant has been sent the Local Licensing Guidance during the application process and has/has not volunteered conditions to mitigate these concerns. The Local Licensing Guidance is attached at **Appendix C**.

9.0 Representations

9.1 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.

Representations from Responsible Authorities

9.2 Representation has been received from West Yorkshire Police a copy which may be found at **Appendix D**.

9.3 Representation has been received from Leeds City Council Environmental Noise Protection Team a copy may be found at **Appendix E**.

10.0 Options Available to Members

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

- Grant the application as requested.
- Grant the application whilst imposing additional conditions and/or altering in any way the proposed operating schedule.
- Exclude any licensable activities to which the application relates.
- Refuse to specify the said person as the designated premises supervisor.
- Reject the whole or part of the application.

10.2 Members of the licensing subcommittee 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.

11.0 Background Papers

- Guidance issued under s182 Licensing Act 2003
- Leeds City Council Statement of Licensing Policy
- Representations received from other persons

BM

03656/001 Appendix A



Leeds
Application for a premises licence
Licensing Act 2003

For help contact
entertainment.licensing@leeds.gov.uk
Telephone: 0113 2474095

* required information

Section 1 of 19

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference This is the unique reference for this application generated by the system.

Your reference You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Yes No

Applicant Details

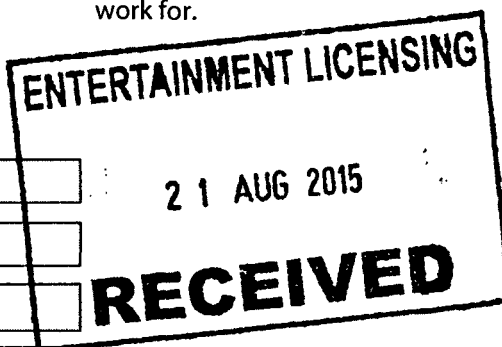
* First name

* Family name

* E-mail

Main telephone number

Other telephone number



Include country code.

Indicate here if the applicant would prefer not to be contacted by telephone

Is the applicant:

Applying as a business or organisation, including as a sole trader
 Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means the applicant is applying so the applicant can be employed, or for some other personal reason, such as following a hobby.

Applicant Business

* Is the applicant's business registered in the UK with Companies House? Yes No

* Registration number

* Business name

* VAT number

* Legal status

If the applicant's business is registered, use its registered name.

Put "none" if the applicant is not registered for VAT.

Continued from previous page...

* Applicant's position in the business

Home country

The country where the applicant's headquarters are.

Registered Address

Address registered with Companies House.

* Building number or name

* Street

District

* City or town

County or administrative area

* Postcode

* Country

Agent Details

* First name

* Family name

* E-mail

Main telephone number

Include country code.

Other telephone number

Indicate here if you would prefer not to be contacted by telephone

Are you:

- An agent that is a business or organisation, including a sole trader
- A private individual acting as an agent

A sole trader is a business owned by one person without any special legal structure.

Agent Business

* Is your business registered in the UK with Companies House? Yes No

* Registration number

* Business name

If your business is registered, use its registered name.

* VAT number

Put "none" if you are not registered for VAT.

* Legal status

Continued from previous page...

* Your position in the business

Home country

The country where the headquarters of your business is located.

Agent Registered Address

Address registered with Companies House.

* Building number or name

* Street

District

* City or town

County or administrative area

* Postcode

* Country

Section 2 of 19

PREMISES DETAILS

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 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.

Premises Address

Are you able to provide a postal address, OS map reference or description of the premises?

Address OS map reference Description

Postal Address Of Premises

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Further Details

Telephone number

Non-domestic rateable value of premises (£)

Section 3 of 19**APPLICATION DETAILS**

In what capacity are you applying for the premises licence?

- An individual or individuals
- A limited company
- A partnership
- An unincorporated association
- A recognised club
- A charity
- The proprietor of an educational establishment
- A health service body
- A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- 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
- The chief officer of police of a police force in England and Wales
- Other (for example a statutory corporation)

Confirm The Following

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

Section 4 of 19**NON INDIVIDUAL APPLICANTS**

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

Non Individual Applicant's Name

Name

Details

Registered number (where applicable)

Description of applicant (for example partnership, company, unincorporated association etc)

Continued from previous page...

Private limited company

Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Contact Details

E-mail

Telephone number

Other telephone number

[Add another applicant](#)

Section 5 of 19

OPERATING SCHEDULE

When do you want the premises licence to start? / /
dd mm yyyy

If you wish the licence to be valid only for a limited period, when do you want it to end / /
dd mm yyyy

Provide a general description of the premises

For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies you must include a description of where the place will be and its proximity to the premises.

Restaurant and wine bar

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

Continued from previous page...

Section 6 of 19

PROVISION OF PLAYS

Will you be providing plays?

Yes No

Section 7 of 19

PROVISION OF FILMS

Will you be providing films?

Yes No

Section 8 of 19

PROVISION OF INDOOR SPORTING EVENTS

Will you be providing indoor sporting events?

Yes No

Section 9 of 19

PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

Will you be providing boxing or wrestling entertainments?

Yes No

Section 10 of 19

PROVISION OF LIVE MUSIC

Will you be providing live music?

Yes No

Section 11 of 19

PROVISION OF RECORDED MUSIC

Will you be providing recorded music?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

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.

Continued from previous page...

THURSDAY

Start 10:00

End 23:30

Start

End

FRIDAY

Start 10:00

End 23:30

Start

End

SATURDAY

Start 10:00

End 23:30

Start

End

SUNDAY

Start 10:00

End 23:30

Start

End

Will the playing of recorded music take place indoors or outdoors or both?

- Indoors Outdoors Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State 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.

State any seasonal variations for playing recorded music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the playing of recorded music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

From the start time on New Years Eve to the terminal hour for New Years Day.

Section 12 of 19

PROVISION OF PERFORMANCES OF DANCE

Will you be providing performances of dance?

Continued from previous page...

Yes

No

Section 13 of 19

PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

Will you be providing anything similar to live music, recorded music or performances of dance?

Yes

No

Section 14 of 19

LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

Yes

No

Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

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.

Continued from previous page...

Will the provision of late night refreshment take place indoors or outdoors or both?

Indoors Outdoors Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State 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.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the supply of late night refreshments at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

From the start time on New Years Eve to the terminal hour for New Years Day.

Section 15 of 19

SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

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.

Continued from previous page...

WEDNESDAY

Start End

Start End

THURSDAY

Start End

Start End

FRIDAY

Start End

Start End

SATURDAY

Start End

Start End

SUNDAY

Start End

Start End

Will the sale of alcohol be for consumption:

- On the premises Off the premises Both

If the sale of alcohol is for consumption on the premises select on, if the sale of alcohol is for consumption away from the premises select off. If the sale of alcohol is for consumption on the premises and away from the premises select both.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

From the start time on New Years Eve to the terminal hour for New Years Day.

State the name and details of the individual whom you wish to specify on the licence as premises supervisor

Continued from previous page...

Name

First name

Family name

Enter the contact's address

Building number or name

Street

District

City or town

County or administrative area

postcode

Country

Personal Licence number (if known)

Issuing licensing authority (if known)

PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- Electronically, by the proposed designated premises supervisor
- As an attachment to this application

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

Section 16 of 19

ADULT ENTERTAINMENT

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

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 etc gambling machines etc.

n/a

Section 17 of 19

HOURS PREMISES ARE OPEN TO THE PUBLIC

Continued from previous page...

Standard Days And Timings

MONDAY

Start

End

Start

End

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

From the start time on New Years Eve to the terminal hour for New Years Day.

Continued from previous page...

Section 18 of 19

LICENSING OBJECTIVES

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

a) General – all four licensing objectives (b,c,d,e)

List here steps you will take to promote all four licensing objectives together.

Please see attached operating schedule and policy.

b) The prevention of crime and disorder

Please see attached operating schedule and policy.

c) Public safety

Please see attached operating schedule and policy.

d) The prevention of public nuisance

Please see attached operating schedule and policy.

The protection of children from harm

Please see attached operating schedule and policy.

Section 19 of 19

PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.

The premises licence fee is based on the non domestic rateable value of the premises these fees are:

Non domestic rateable value £4,300 or less - £100

Non domestic rateable value between £4,301 and £33,000 - £190

Non domestic rateable value between £33,001 and £87,000 - £315

Non domestic rateable value between £87,001 and £125,000 - £450

Non domestic rateable value £125,001 or more - £635

If the premise▲ non domestic rateable value is £87,001 or more and the premises is used exclusively or primarily for the supply of alcohol for consumption on the premises the fee for this application is:

Non domestic rateable value between £87,001 and £125,000 - £900

Non domestic rateable value £125,001 or more - £1905

Continued from previous page...

If this application is for a community premises e.g. a village hall or community centre and the application does not include the sale of alcohol as an activity there is no fee payable.

If the premises will have 5,000 people or more in attendance at any one time there is an additional fee payable which we will contact you to pay when you submit your application. Details of these fees are available at http://www.leeds.gov.uk/Business/Licences_and_street_trading/Licence__alcohol_and_entertainment.

* Fee amount (£)

190.00

DECLARATION

* I will make payment of the fee on submission of this application.

* I have attached, or will post to Leeds City Council, the plans of the premises.

* I have attached, or will post to Leeds City Council, the consent form completed by the individual I wish to be premises supervisor, or I will ensure the individual I wish to be premises supervisor submits the consent form electronically.

* 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.

I understand that Leeds City Council is under a duty to protect the public funds it administers, and to this end may use the information I have provided on my application for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

* Full name

Kuit Steinart Levy LLP

* Capacity

Solicitors and Authorised Agents

* Date

20 / 08 / 2015
dd mm yyyy

Add another signatory

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...
2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/leeds/apply-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING 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

OPERATING SCHEDULE

Staff shall be trained in the requirements of the Licensing Act 2003 with regard to the Licensing Objectives.

A) The Prevention of Crime and Disorder

1. A full CCTV system shall be maintained and operated at the premises with cameras positioned both internally and externally.
2. Recorded CCTV images will be maintained and stored for a period of twenty-eight days and shall be produced to the Police or Licensing Authority upon request.
3. CCTV will be in operation at any time a person is in the premises. Where CCTV is recorded onto a hard drive system, any DVDs subsequently produced will be in a format so it can be played back on a standard PC or DVD player.
4. Any person left in charge of the premises must be trained in the use of any such CCTV equipment, and be able to produce CCTV images to an officer from a responsible authority upon request.
5. SIA registered door staff shall be employed at the premises, in accordance with a risk assessment, to be carried out by the DPS. When employed, door staff will wear high visibility armbands.
6. When employed, a register of those door staff employed shall be maintained at the premises and shall include:
 - (i) the number of door staff on duty;
 - (ii) the identity of each member of door staff;
 - (iii) the times the door staff are on duty.
7. Open containers of alcohol shall not be removed from the premises, save for consumption in any delineated external area as shown on the plan attached to the licence
8. Staff will be trained in the laws relating to under age sales, and that training shall be documented and repeated at 6 monthly intervals.
9. A refusals book will be maintained at the premises, and made available to an officer of a responsible authority upon request.
10. The sale of alcohol shall be ancillary to food between the hours of 8am and 10am.

B) Public Safety

1. A first aid box will be available at the premises at all times.
2. Regular safety checks shall be carried out by staff.
3. Management shall liaise with the Fire Authority as necessary to ensure compliance with all necessary fire regulations.
4. The premises shall maintain an Incident Log and public liability insurance.

C) The Prevention of Public Nuisance

1. Noise from amplified music or voices shall not be such as to cause a noise nuisance to occupants of nearby premises.
2. The exterior of the building shall be cleared of litter at regular intervals.
3. Notices will be positioned at the exits to the building requesting customers to leave in a quiet manner.
4. Doors and windows at the premises are to remain closed after 11pm, save for access and egress.
5. A Dispersal Policy will be implemented and adhered to (see attached).
6. The emptying of bins into skips, and refuse collections will not take place between 11pm and 8am.
7. No noise shall emanate from the premises nor vibration be transmitted through the structure of the premises which gives rise to a nuisance.

D) The Protection of Children From Harm

1. A "Challenge 21" Policy shall be implemented in full and appropriate identification sought from any person who appears to be under the age of 21. The only acceptable photographic driving licences, passports, HM forces cards, or a form of identification with the "PASS" hologram.
2. Staff training will include the Challenge 21 Policy and its operation. In particular, staff shall be trained to take such action as is necessary to prevent the sale of alcohol to persons over the age of 18 where those customers are engaged in the distribution of alcohol to persons under the age of 18. The training must be given to a new member of staff before they commence employment and all staff must receive refresher training every 6 months.
3. Notices advising what forms of ID are acceptable must be displayed.
4. Notices must be displayed in prominent positions indicating that the Challenge 21 policy is in force.

CAFFEINE & CO, LEEDS DOCK

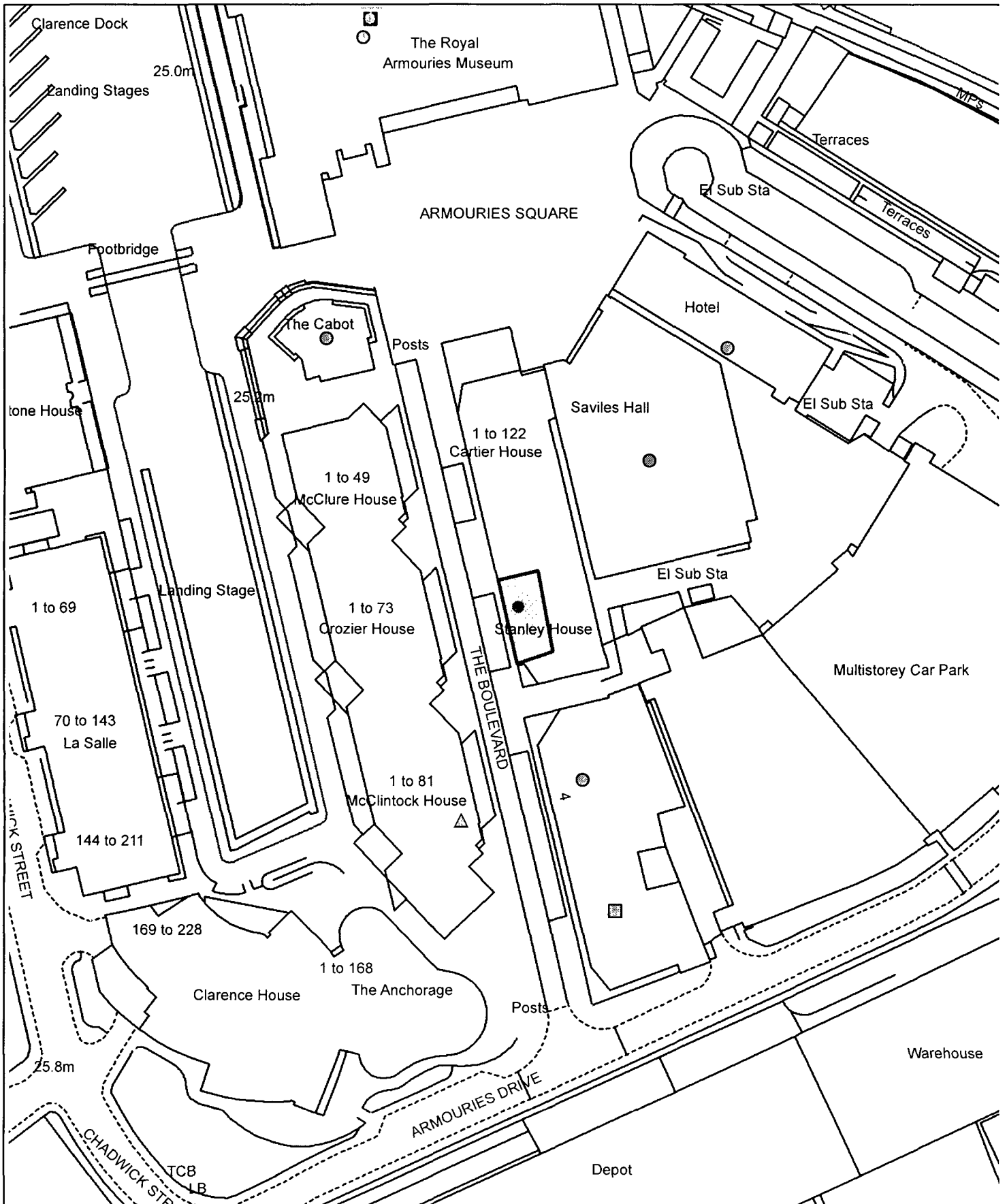
DISPERSAL POLICY

The purpose of this Dispersal Policy is to ensure, so far as it is possible, that minimum disturbance or nuisance is caused to our neighbours and to ensure that the operation of the premises makes the minimum impact upon the neighbourhood in relation to potential nuisance and anti-social behaviour. This will be achieved by exercising pro-active measures towards and at the end of the evening.

By ensuring that this Dispersal Policy document is brought to the attention of Management and Staff we will seek to encourage the efficient, controlled and safe dispersal of our patrons during our closing period.

1. At the end of the evening management and staff will assist with the orderly and gradual dispersal of patrons.
2. Staff Members (including door personnel when employed) will advise patrons to leave the premises quickly and quietly out of respect for our neighbours.
3. Notices will be displayed requesting our customers to leave quietly and in an orderly manner out of consideration to neighbours and their attention will be drawn to these notices by members of staff.
4. We will ensure the removal of all bottles and drinking receptacles from any patron before exiting the premises (this does not apply in the case of consumption in any delineated external drinking area).
5. We will actively discourage our customers from assembling outside the premises at the end of the evening.

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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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Key

● On licence

▲ Late night refreshment

■ Off licence

⊥ Other

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Local Licensing Guidance

South Leeds



Leeds
CITY COUNCIL

You have been sent this guidance note because you have, or are considering, making an application for a licence to sell alcohol or provide late night refreshment in the south Leeds area.

This information is provided to anyone applying for a licence to sell alcohol or provide late night refreshment in LS10 or LS11. It may be used to by residents or other interested people who make a representation against an application. It will be provided to the Licensing Subcommittee at any subsequent licensing hearing.

Why have you been sent this information?

Under the Licensing Act 2003 you are required to complete an 'operating schedule'. You are expected to have regard to the council's Statement of Licensing Policy. You must also be aware of the expectations of the licensing authority and the responsible authorities as to the steps that are appropriate for the promotion of the licensing objectives and to demonstrate knowledge of your local area when describing the steps you propose to take to promote the licensing objectives.

In order to assist you, Leeds City Council has collated information on this area including any special policies that relate to the area. You should make your own enquiries as well and demonstrate how you have considered the following in your operating schedule:

- The layout of the local area and physical environment including crime and disorder hotspots, proximity to residential premises and proximity to areas where children and young persons may congregate.
- Any risk posed to the local area by the your proposed licensable activities; and
- Any local initiatives which may help mitigate potential risks.

Scope

The scope of this guidance includes all premises licensed under the Licensing Act 2003 in post code areas LS10 and LS11 which mainly comprises of three wards, City and Hunslet, Middleton and Beeston & Holbeck. This covers the localities of Beeston, Middleton, Belle Isle, Holbeck and Hunslet.

It is a fact (Joint Strategic Needs Assessment 2012, NHS Leeds) that if you live in LS10 or LS11 you can expect your life expectancy to be lower than that of residents in other areas of Leeds. The three contributory factors to a reduced life expectancy are alcohol, obesity and smoking. The Licensing Act 2003 authorises the activity of the sale or supply of alcohol and the provision of late night refreshment and therefore the question is whether reducing people's access to alcohol and high fat content takeaway food will have a positive outcome on life expectancy in LS10 and LS11.

Local Concerns

"The late licensing of local shops and the sale of alcohol to underage persons or to adults who buy it for underage persons has had a negative impact on our community. It has led to large groups of people (largely under 30) congregating around these shops and displaying intimidating behaviour, fighting and creating noise. It means residents sometimes feel you don't want to go there in an evening due to this behaviour. We value our young people and everyone in our community and want to ensure there are positive and safe activities for people, which don't harm their health or result in other's feeling intimidated. We feel that late licensing and underage drink sales undermine this."

Christine Jenkinson, Middleton Community Group, Committee Member

In the LS10 and LS11 area there is concern about:

Alcohol

- The wide and obvious availability of alcohol in convenience stores, newsagents, corner shops and off licences.
- The contributory factor and possible links between violent crime and domestic violence and exacerbated by the availability of alcohol due to the numbers of premises which sell alcohol for consumption off the premises in the area.
- The higher proportion of premises licensed for alcohol for consumption off the premises.
- The ability for people with mental health or alcohol problems to easily obtain alcohol.
- The ability for people who are already intoxicated to easily obtain more alcohol.
- The pack size super strength cider is sold in, which leads to people with alcohol dependency issues to drink more than they need to.

Protection of children

- The normalisation of alcohol abuse and the effect this has on children living in the area
- The sale and supply of alcohol to young people and children and the impact this has on their behaviour in the community and impact on their health.

Nuisance

- The accumulation of premises providing takeaway food and off sales of alcohol in the Dewsbury Road area
- Littering of food wrappers and waste food originating from takeaways.

Responsible Retailing

In 2010 the Government introduced a new Mandatory Code for Alcohol Retailing. This was brought into law by the implementation of 5 new mandatory conditions. These were updated in 2014 and further details can be found on the Home Office website: <https://www.gov.uk/alcohol-licensing#mandatory-licensing-conditions>

Specifically the Government brought in a new mandatory condition prohibiting the sale of alcohol below cost. Cost is defined as the cost of the VAT and duty charge. More information can be found on the Government website: <https://www.gov.uk/government/publications/banning-the-sale-of-alcohol-below-the-cost-of-duty-plus-vat>

Responsible retailing, including age related sales of alcohol, has long been promoted by West Yorkshire Trading Standards. In particular West Yorkshire Trading Standards have been working with alcohol retailers in south Leeds and working together the failure rate for underage sales of alcohol has dropped from 45% to 13%. More information can be found on their website at <http://www.ts.wyjs.org.uk/wyjs-trading-underage-sales.asp>

Other sources of information can be found at:

<http://www.brc.org.uk/Downloads/FCSG0475ResponsibleRetailingofAlcohol.pdf>
<http://biiab.bii.org/qualifications/qualification-ARAR>

When considering responsible retailing, you may wish to consider what you would do about:

- The sale of large quantities of alcohol
- The sale of super strength alcohol in large containers (2 and 3 litre plastic bottles)
- The sale of alcohol to people who are already drunk
- How to address selling alcohol to people who are pregnant
- How to refer someone who appears to have a drinking problem

- How to display alcohol
- What to name the premises
- Healthy takeaway options available for example low fat versions of popular dishes
- Nutritional information on all takeaway foods.

It may be useful for you to make yourself aware of organisations in the area that can help people with alcohol addiction, and to get acquainted with the local West Yorkshire Police Neighbourhood Policing Team.

Measures to address local concerns

The availability of alcohol is a major concern, as harmful and hazardous drinking is a contributory factor in many of the concerns mentioned in this document. As such the licensing authority would expect anyone wishing to open or extend premises that sell alcohol, or sell hot food to provide extra measures to ensure these problems are not exacerbated.

It is highly likely that any application which includes the sale by retail of alcohol or the sale of hot food and drink will attract representations from a number of interested people. In order to mitigate the concerns stated in this document, you are encouraged to contact Entertainment Licensing, West Yorkshire Police, Environmental Health and Health to see if there are any specific measures that can be adopted. Contact details for agencies are included in the application packs and on the council website.

If you don't contact the responsible authorities, and you do not offer additional measures you can expect to receive a contact from a number of the agencies about your application. This may be by phone, email or by way of a formal objection to your application.

Entertainment Licensing provides a Proforma Risk Assessment which is a list of suggested measures prospective licensees may like to include in their operating schedule. In addition you may wish to consider if any of the following measures would be appropriate for your business to adopt. These measures could be offered as part of the operating schedule. A form is attached to the end of this document to assist you with this.

Crime and Disorder

- All areas of the premises to be used for the display of alcohol are marked on the plan. The display of alcohol will not change without the consent of the licensing authority by way of a minor variation application to the licence.
- The display of alcohol will be in a designated area of the premises which is capable of being supervised from the counter area.
- The display of spirits shall be in an area accessible only by staff
- The display of high-strength beers, ciders and lagers of 7.5% alcohol by volume (abv) or higher will be in an area accessible only by staff.
- There will be no sale of cider and lager of 7.5% alcohol by volume (abv) in 1, 2 or 3 litre plastic bottles.
- All areas where alcohol is displayed shall be covered by CCTV

Prevention of public nuisance

- Staff will make hourly checks around the premises and remove any litter, including takeaway wrappers, can and bottles.

Protection of children

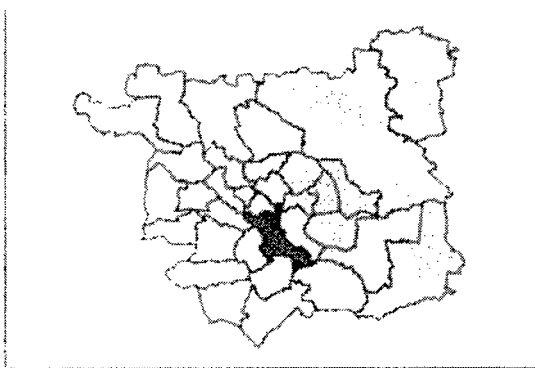
- There will be a Check 25 proof of age verification scheme in place.
- Alcohol will not be displayed next to the public entrance/exit of the premises.
- The name of the premises will not contain reference to alcohol.
- There will be no window display posters or similar advertising contained reference to alcohol displayed on the premises shop frontage or the highway abutting the premises.
- All alcohol sale refusals will be recorded in a register which will be retained on the premises for inspection by responsible authorities on request.

Local Information

Area Profile

Postcode areas LS10 and LS11 mainly comprises of three wards, City and Hunslet, Middleton and Beeston & Holbeck. This covers the localities of Beeston, Middleton, Belle Isle, Holbeck and Hunslet. Data source 2011 Census.

City and Hunslet

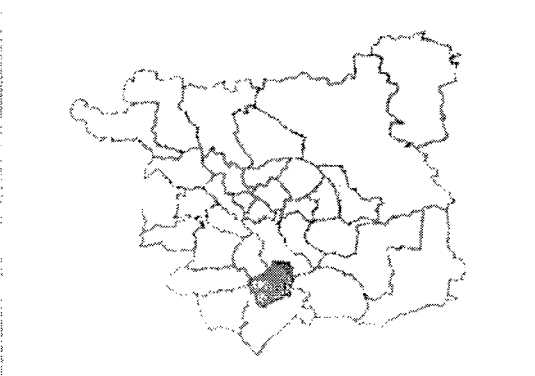


Size 1,059 hectares
No of household spaces 16,774 of which
15,207 are occupied

Population 33,705
BME 39.2%

Religion (top 3)
Christian 13,925 (41.3%)
No religion 11,058 (32.8%)
Muslim 4,791 (14.2%)

Middleton Park

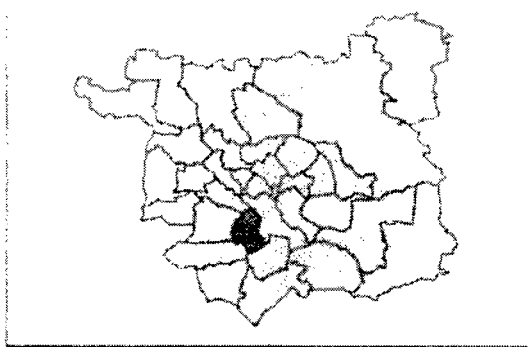


Size 997 hectares
No of household spaces 11,719, of which
11,397 are occupied

Population 26,228
BME 11.5%

Religion (top 3)
Christian 14,984 (57.1%)
No religion 8,984 (34.3%)
Religion not stated 1,761 (6.7%)

Beeston and Holbeck



Size	700 hectares
No of household spaces	10,483, of which 9,830 are occupied
Population	22,187
BME	27.4%
Religion (top 3)	
Christian	11,811 (53.2%)
No religion	6,202 (28%)
Religion not stated	1,556 (7%)

Leeds Observatory

The Leeds Observatory is a tool for everyone to explore strategic data, information and intelligence about Leeds' communities and geographies. The observatory provides a clear evidence base for communities and professionals to determine the needs of people in Leeds which will shape decision making and services.

The following links provides statistical data on demographic profile, economic activity, education and skills, community safety, housing and health in this area.

Inner South Area

Neighbourhood Plans

The Localism Act 2011 introduced major reforms to the planning system that gives local communities new rights to shape and plan their neighbourhood. The Act introduces a new initiative called the neighbourhood plan. These plans are optional – if local communities choose, you can be used to set out policies for the development or use of land but you must be 'pro development'.

The Act also includes new powers for local communities to prepare a Neighbourhood Development Order (NDO) for their area, which will be able to promote a particular type of development. Related to the NDO, is the Community Right to Build Order (CRtB) and this will provide for community-led site development.

Local communities may also be interested in applying to the Council to have a valued area designated as a Local Green Space.

For regular updates on neighbourhood planning check
<http://www.leeds.gov.uk/council/Pages/Neighbourhood-planning.aspx>

Additional measures already in place

A designated public places order is in place in the following area:



Designated Public Place Orders (DPPOs) give police officers discretionary powers to require a person to stop drinking and confiscate alcohol or containers of alcohol in public places. Failure to comply with alcohol restrictions in DPPOs can result in arrest and/or a fine of up to £500. DPPOs are implemented by local councils in order to address alcohol-related crime and disorder in public places under section 13 of the Police and Criminal Justice Act 2001.

Licensing Profile

As of October 2012, Inner South Leeds (LS10 and LS11) has a total of 223 licensed premises. 116 are “on licensed” premises (pubs, restaurants, hotels, clubs) and 79 are off licensed premises (off licences or takeaways that sell alcohol). There are 28 licensed takeaways in the area that sell hot food after 11pm. Before 11pm takeaways do not require a licence.

LS10 and LS11	Event Space	Hotels	Takeaways	Off licences	Pub and Bars	Registered club	Restaurant	Sports or social clubs	Total
Ardsley & Robin Hood	0	0	0	0	1	0	0	0	1
Beeston & Holbeck	2	1	10	23	13	8	1	6	64
City & Hunslet	0	3	12	31	37	7	8	10	108
Middleton Park	0	0	6	21	4	6	0	7	44
Morley North	1	0	0	4	0	0	1	0	6
Total	3	4	28	79	55	21	10	23	223

The majority of “on licensed” premises cease selling alcohol at 11pm with a smaller number ceasing alcohol sales at midnight or 1am. This is significantly earlier than the city centre, but in keeping with other residential areas. In the main late night refreshment premises (takeaways) are open until 2am, with a number closing at 11.30pm or midnight.

There has been a steady increase in the number of premises selling alcohol for consumption off the premises in LS10 and LS11.

2005	2006	2007	2008	2009	2010	2011	2012	Current
65	66	72	74	76	74	76	77	79



Red – Off licence

Green – On licences

Blue – Takeaway

On-licensed premises

There are a number of areas where there is an accumulation of licensed premises. Top Moor Side in Holbeck, Dewsbury Road and Hunslet all have a number of licensed premises, but not in the concentrations found elsewhere in the city. The accumulation of licensed premises is localised. This, in itself, prevents the council from applying a formal cumulative impact policy in south Leeds. However any application in this area will be scrutinised and cumulative impact will be considered if the application is for premises in an area that already has an accumulation of similar premises.

Off licensed premises

The number of premises licensed for the sales of alcohol for consumption off the premises (off licences) is high in comparison to other wards in the city. On a city wide ranking Beeston and Holbeck sits at 7th while Middleton Park is ranked 10th out of 33 wards. In contrast when looking at pubs, Beeston and Holbeck is ranked 16th and Middleton Park is ranked 32nd.

Trading Standards has worked with premises licensed to sell alcohol for consumption off the premises to reduce the number of failed test purchase attempts over the last two years. This has meant an overall improvement in this area to a level below that experienced across Leeds.

Late night takeaways

Dewsbury Road is an area of special concern with a total of 31 late night takeaways operating from this busy area of Beeston. Not all the takeaways are licensed for the sale of hot food after 11pm and most are not controlled by conditions relating to litter nuisance. This has led to this area becoming of concern on the grounds of public nuisance caused by the amount of litter accumulations in the area.



This is a back street in Beeston Hill.



Once the clean-up crews, the area looks a lot better. However within a week, litter is starting to accumulate again.



The littering around takeaway and off licence premises is a much bigger concern.

Health and Community Safety Information

There is clear evidence that some areas of south Leeds have high levels of problems associated with alcohol misuse. These include:

- During 2011, there were almost 14,000 domestic related *incidents* reported to the police across Leeds with approximately 4,000 of them in City and Holbeck Division.
- There were approximately 4,000 domestic related *crimes* in the same period across Leeds. Domestic Violence accounted for 33.6% of violent crimes in City and Holbeck Division.
- There were 5 domestic homicides and 192 MARAC cases in Leeds during 2011.
- Children were present at 4,966 incidents of domestic violence during 2011 which is an increase of 24% compared to the previous twelve month period. As some households have more than one child, each incident is potentially witnessed by more than one child. So the number of children recorded as being present is 6,145. This has changed significantly compared with 4,233 children present at the time of the last profile.
- The age group for victims most likely to be assaulted appears to be between the ages of 18 and 24.
- Alcohol was the most frequently cited contributing factor, accounting for 49% of incidents and 46% of crimes in the most recent period compared with 52% incidents at the time of the last profile. Drugs contributed to about 8% of incidents and 7% of crimes, which is an increase of around 5% from the time of the last profile.

Source: West Yorkshire Police crime data

Hospital Admissions

In Leeds there were a total of 53,910 all-age alcohol related admissions between April 2009 and March 2010 of people registered with a Leeds GP and living in Leeds. Of these admission 48% were male and 52% were female. This is an increase from 37,709 in 2007/08 and 42,538 in 2008/09.

Of the 48 postcode districts in the Leeds area, LS11 has the highest number of people being admitted to hospital with an average of 36 people admitted three or more times per year, followed by LS9 with 29 people.

10 postcode districts have one or more residents who had been admitted on 10 or more occasions per year (2007-09 average). LS11 had the highest number with an average of 3.3 people admitted, followed by LS13 with 2.3 people.

In comparison the overall hospital admission rates for alcohol specific and alcohol attributable admissions in Inner South Leeds are much higher than the rest of Leeds:

	Holbeck	South Leeds	Leeds Average
Alcohol specific admissions (/1000)	17.6	10.9	6
Alcohol attributable admissions (/1000)	30.8	24.6	18.7

Fires

Most alcohol related fires in Leeds happen between 21:00 and 03:00 at night with 90% of incidences occurring in residential properties. The majority of incidences are related to cooking. 52% of the injuries occurred in an area of Leeds ranked in the 10% most deprived nationally. Between 2008/09 and 2010/11 56 people suspected of being under the influence of drink or drugs were injured by fires and of these 31 were suspected to be under the influence of alcohol.

Drinking while pregnant

The UK Chief Medical Officer's advice to women is:

'Women who are pregnant or trying to conceive should avoid alcohol altogether. However, if they do choose to drink, to minimise the risk to the baby, we recommend they should not drink more than 1-2 units once or twice a week and should not get drunk.'

The National Institute for Health and Clinical Excellence (NICE) advises healthcare professionals (GPs and nurses):

- Pregnant women and women planning to become pregnant should be advised to avoid drinking alcohol in the first three months of pregnancy, because there may be an increased risk of miscarriage.
- Women should be advised that if they choose to drink alcohol while they are pregnant, they should drink no more than 1-2 units of alcohol once or twice a week. There is uncertainty about how much alcohol is safe to drink in pregnancy, but at this low level there is no evidence of any harm to their unborn baby.
- Women should be advised not get to drunk or binge drink (drinking more than 7.5 UK units of alcohol on a single occasion) while they are pregnant because this can harm their unborn baby.
- If women want to avoid all possible alcohol-related risks, they should not drink alcohol during pregnancy because the evidence on this is limited.

Obesity

Tackling obesity is one of the most significant public and personal health challenges facing our society. Obesity is a serious threat to health with 22% of men and 23% of women now classed as clinically obese (BMI greater than 30kg/m²). Among people aged 55 – 74 years two thirds of women and three quarters of men are overweight or obese.

The Leeds Joint Strategic Needs Assessment (JSNA) outlines key lifestyle behaviours that are of significance, which includes obesity. The findings suggest obesity levels are rising. The JSNA describes obesity as the second most important preventable cause of death after smoking. The cost to NHS in Leeds was £205m in 2010.

In relation to children, 1 in 10 in reception class and this rises to 1 in 5 for those children in Year 6 (primary school) are obese.

The recent MSOA health area profiles produced by NHS Leeds 2012, suggests Middleton and Westwoods as one of four neighbourhoods in the south east area with significant numbers of cases classed as obese. The profiles highlight linked factors such as deprivation and alcohol.

An overview of the area, in relation to obesity in the areas known as Middleton and Westwoods shows a number of indicators and highlighted below are those that directly show an impact on people's health:

- 7,535 people live in the area.
- The population is predominately white British.
- There is a higher than average proportion of children and young people
- 55% of residents rent their homes from the local authority
- The number of JSA claimants is 9.2% compared to 4.5% in Leeds
- Secondary school absenteeism is 19.4% compared to 11.3% for Leeds
- There are a higher number of young persons classified as NEETS (not in education, employment or training) - 14.2% compared to 7% for the rest of Leeds
- Educational attainment at key stage 4 = 5+ A-C including English & Maths is 31.5% compared to 53.4% for the rest of Leeds
- Obesity is higher than the Leeds average
- Smoking rates are almost double the Leeds average
- Diabetes is higher than the Leeds overall figure
- COPD is much higher than the Leeds average and the age standardised rate is also high
- CHD is higher than the Leeds average
- Admissions for alcohol related conditions are high
- Cancer rates are slightly lower than the Leeds average however when standardised against age it is in line with the Leeds average
- Mortality rates for under 75 are much higher than the Leeds average

The National Obesity Observatory's Report on Obesity and alcohol states that the relationship between obesity and alcohol consumption is complex. Associations between the two are heavily influenced by a number of factors including: patterns and levels of drinking; types of alcoholic drinks consumed; gender; body weight; diet; genes; physical activity levels and other lifestyle factors.

Some of the key points from the report include:

- Many people are not aware of the calories contained in alcoholic drinks
- The effects of alcohol on body weight may be more pronounced in overweight and obese people
- Alcohol consumption can lead to an increase in food intake
- Heavy, but less frequent drinkers seem to be at higher risk of obesity than moderate, frequent drinkers
- The relationships between obesity and alcohol consumption differ between men and women
- Excess body weight and alcohol consumption appear to act together to increase the risk of liver cirrhosis

- There is emerging evidence of a link between familial risk of alcohol dependency and obesity in women

All of this leads to a concern about the availability of alcohol and unhealthy foods.

Sources

Local information	provided by http://openlylocal.com
Additional data	provided by http://www.westyorkshireobservatory.org/home
Licensing information	provided by Entertainment Licensing (extracted October 2012)
Crime data	provided by West Yorkshire Police
Health information	provided by NHS Leeds (Leeds Alcohol Harm Reduction Action Plan 2011-2015, Alcohol Needs Assessment Info 2011 & Tackling Alcohol and Community Safety in South Leeds – Summary Findings) Joint Strategic Needs Assessment 2012, NHS Leeds

Contact Details

Entertainment Licensing Section	Phone:	0113 247 4095
Leeds City Council	Fax:	0113 224 3885
Civic Hall	Website:	www.leeds.gov.uk/licensing
Leeds LS1 1UR	Email:	entertainment.licensing@leeds.gov.uk

This document should be used as a guidance tool. Only the courts can give an authoritative opinion on statute law. Every effort has been made to ensure this document is both comprehensive and accurate but in an attempt to simplify the law omissions have been made. Please refer to the Licensing Act 2003 and associated regulations for full details of the law. You should seek your own legal advice on the matters raised in this guidance note.

Risk Assessment Proforma – South Leeds

Premises name: _____

Premises Address: _____

Applicants Name: _____

Please be advised I wish to amend my application to add the following measures to the operating schedule.

Crime and Disorder

Suggested measures	✓
All areas of the premises to be used for the display of alcohol are marked on the plan. The display of alcohol will not change without the consent of the licensing authority by way of a minor variation application to the licence.	✓
The display of alcohol will be in a designated area of the premises which is capable of being supervised from the counter area.	✓
The display of spirits shall be in an area accessible only by staff	✓
The display of high-strength beers, ciders and lagers of 7.5% alcohol by volume (abv) or higher will be in an area accessible only by staff.	✓
There will be no sale of cider and lager of 7.5% alcohol by volume (abv) in 1, 2 or 3 litre plastic bottles.	✓
All areas where alcohol is displayed shall be covered by CCTV	✓

Prevention of public nuisance

Suggested measures	✓
Staff will make hourly checks around the premises and remove any litter, including takeaway wrappers, can and bottles.	✓

Protection of children

Suggested measures	✓
There will be a Check 25 proof of age verification scheme in place.	✓
Alcohol will not be displayed next to the public entrance/exit of the premises.	✓
The name of the premises will not contain reference to alcohol.	✓
There will be no window display posters or similar advertising contained reference to alcohol displayed on the premises shop frontage or the highway abutting the premises.	✓
All alcohol sale refusals will be recorded in a register which will be retained on the premises for inspection by responsible authorities on request.	✓

**Please return this page to Entertainment Licensing, Civic Hall, Leeds, LS1 1UR
or by email to entertainment.licensing@leeds.gov.uk**

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BM

03656/001 Appendix D

White, Emma

From: Arkle, Catherine <catherine.arkle@westyorkshire.pnn.police.uk>
Sent: 17 September 2015 14:33
To: Entertainment Licensing
Cc: Patterson, Bob; 'Rebecca Ingram'
Subject: Caffeine & Co - Police 'qualified' objection [NOT PROTECTIVELY MARKED]
Attachments: CAFFEINE&CO170915.doc

Entertainment Licensing

Please accept the attached police 'qualified' objection to a new application for premises to be known as Caffeine & Co. I am hopeful that agreements can be reached.

Yours faithfully

Cath Arkle

PC 5548 Cath Arkle
Leeds District Licensing Department
Elland Road, Leeds, LS11 8BU
Internal: 50214
External: 0113 3859414

To report a crime, please ring 101. Always dial 999 in an emergency.

For the latest news and updates:

Visit our website - www.westyorkshire.police.uk

'Like' us on Facebook - [westyorkshirepolice](https://www.facebook.com/westyorkshirepolice) | 'Follow' us on Twitter - [@WestYorksPolice](https://twitter.com/WestYorksPolice) | 'Watch' us on YouTube www.youtube.com/999tv



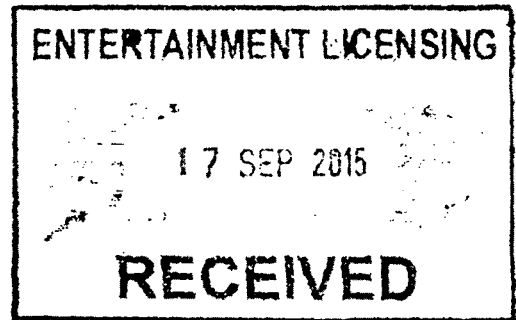
Are You Interested In Being A Special Constable - Click To Find Out More
<http://www.westyorkshire.police.uk/bespecial>

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NOT PROTECTIVELY MARKED



**WEST YORKSHIRE
POLICE**

Leeds District Licensing Department

Leeds District Licensing Department
First Floor
Elland Road DHQ
Elland Road
Leeds
LS11 8BU

Tel: 0113 3859414

Email:

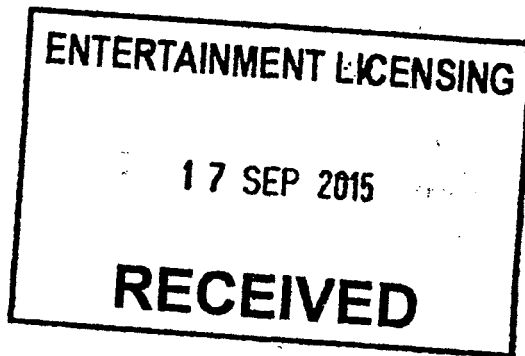
catherine.arkle@westyorkshire.pnn.police.uk

Your ref:

Our ref:

17th September 2015

Rebecca Ingram
Kuit Steinart Levy LLP
3, St.Mary's Parsonage
Manchester
M3 2RD



cc. Entertainment Licensing Section. Leeds City Council, Civic Hall, Leeds. LS1 1UR

**RE: CAFFEINE & CO, UNIT 32/33, BLOCK H, THE BOULEVARD, HUNSLET, LS10 1LU
APPLICATION FOR NEW PREMISES LICENCE – LICENSING ACT 2003:
POLICE – LETTER OF REPRESENTATION – ‘QUALIFIED’ OBJECTION:**

Thank you for submitting your application for the above premises, received at the address above on 21st August 2015.

West Yorkshire Police are of the opinion that your application contains insufficient information about how you intend to meet the licensing objectives.

We therefore confirm that we are submitting a formal representation against your application on the grounds of:-

1. the prevention of crime & disorder
2. public safety

However, we are of the opinion that the licensing objectives could be met should you be prepared to incorporate certain identified measures within your operating schedule as conditions.

Please find enclosed a document which at **Part 1** contains the suggested measures which this authority considers are proportionate and appropriate to the nature of your application.

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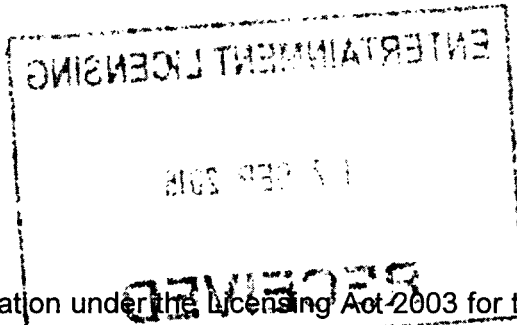
Should you be in agreement with the suggested measures then please signify this by completing and signing **Part 2** of the enclosed form and return the complete document to this office as soon as possible. Upon receipt of your consent at **Part 2**, it will be taken that you signify your wishes for the licensing authority to amend your operating schedule to incorporate the proposed measures as conditions.

Alternatively should you disagree with the proposed measures, then please complete **Part 3** and again return the complete document to this office as soon as possible.

PART 1 - to be completed by the Responsible Authority:

West Yorkshire Police propose the following control measures / conditions under the Licensing Act 2003 (in **addition** to those that you may have already offered), for the premises:-

**CAFFEINE & CO
UNIT 32/33
BLOCK H
THE BOULEVARD
HUNSLET
LEEDS
LS10 1LU**



Having considered the application under the Licensing Act 2003 for the above premises, West Yorkshire Police considers that the following measures are relevant, proportionate and necessary in order to promote the following licensing objectives:-

- the prevention of crime & disorder
- public safety

Measures / Additional measures proposed:

- The CCTV system will have sufficient storage retention capacity for a minimum of 31 days' continuous footage which will be of good quality (to replace measure offered at 2 under Section A)

Re condition 6 under Section A

- iv) SIA badge numbers of each member of door staff and their expiry date
- 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.
- 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 (if any) 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.
- The Incident Report Register will be retained on the premises for a period of twelve months from the date of the last entry.
- The Incident Report Register will be produced for inspection immediately on the request of an authorised officer.

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- An agreed number of covers will be maintained at all times the premises are operating.
The number of covers will be _____

West Yorkshire Police are satisfied that the proposed measures are not adequately dealt with by other legislation.

By signing the declaration enclosed overleaf at **Part 2**, the applicant agrees to incorporate the proposed measures as conditions within the Operating Schedule for the said premises.

Upon the satisfactory completion of the declaration, West Yorkshire Police will provide notice to the Licensing Authority that our representation is withdrawn in accordance with schedule 10(a) of the Licensing Act 2003 (Hearings) Regulations 2005.

PC 5548 Cath Arkle
Divisional Licensing Officer
City & Holbeck

NOT PROTECTIVELY MARKED

NOT PROTECTIVELY MARKED

PART 2 – to be completed by the applicant or applicant’s representative:

Consent for all proposed control measures / conditions under the Licensing Act 2003.

Name & Address of Premises:

**CAFFEINE & CO
UNIT 32/33
BLOCK H
THE BOULEVARD
HUNSLET
LEEDS
LS10 1LU**

I / We

confirm that I am / we are the applicant / the applicants representative (delete as appropriate) for the premises as stated above.

In signing this document:-

- I / we agree with the measures proposed by West Yorkshire Police,
- I / we provide our consent for the Licensing Authority to incorporate the said measures into the operating schedule for the stated premises as conditions, and furthermore,
- I / we confirm the premises will then operate in accordance with those conditions agreed to.

Signed:

Dated:

Massey, Bridget

BM

03656/001

From: Mann, Gary
Sent: 18 September 2015 14:33
To: Entertainment Licensing; Massey, Bridget
Subject: PREM/03656/001 Caffeine & Co
Attachments: Caffeine and Co.doc

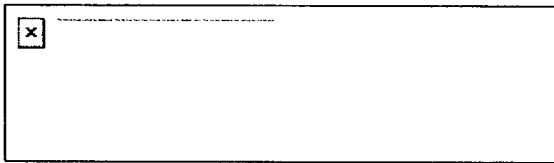
Please see attached QO

regards

Gary Mann
Environmental Health Officer
Environmental Protection
Millshaw Park Way
Leeds
LS11 0LS
Tel: (0113) 395 1265 Fax: 247 6282



Bm 03656/001



Lotusblend Limited
34 Gresham Close
Enfield
EN2 7AP

Environmental Protection Team
Leeds City Council
Millshaw Park Way
Leeds
LS11 0LS



Contact: Gary Mann
Tel: 0113 395 1265
Fax:

Our reference: PREM/03656/001
18 September 2015

Dear Sir / Madam

Licensing Act 2003

Name and Address of Premises: Caffeine and Co, Unit 32/33 Block H, The Boulevard, Hunslet, Leeds, LS10 1LU,

We refer to your licensing application for the above premises. We believe you have not given enough information about how you intend to meet a licensing objective, which is to prevent public nuisance. We therefore submit a formal objection to your application that includes information specifically associated with the premises and the area .

You could meet the objective by agreeing to certain measures that we suggest are reasonable and relevant to your application. Please see part 1 of the enclosed document.

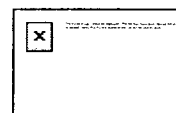
If you agree with the measures please complete and sign part 2 of the enclosed form and return it to us as soon as possible. Once we receive the form we will take it that you wish the licensing authority to amend your operating schedule to include those measures as conditions on the licence. If you disagree with the suggested measures then please complete part 3 and return it to us as soon as possible.

If you feel we should consider anything else or you have any questions please do not hesitate to contact us.

If the opening hours you propose under this application differ to those on the current planning approval then you should also apply to Planning Services to vary the hours. If you operate without planning permission you may have not met the relevant planning condition. You can contact Planning Services on 0113 222 4409.

Yours faithfully

Gary Mann
Environmental Health Officer



PART 1

To be completed by the responsible authority

Leeds City Council's Environmental Action Service

Proposed Controlled Measures under the Licensing Act 2003

Name and Address of Premises: Unit 32/33 Block H, The Boulevard, Hunslet, Leeds, LS10 1LU,

Noise and Vibration

1. Licensable activities shall be conducted and the facilities for licensed activities shall 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.
2. Noise from a licensable activity at the premises will not be audible at the nearest noise sensitive premises after 2300.
3. There shall be no external loudspeakers
4. Bottles will not be placed in any external receptacle between 11 pm and 7 am the following day to minimise noise disturbance to neighbouring properties.
5. Noise from plant or machinery shall not be audible at the nearest noise sensitive premises during the operation of the plant or machinery. Plant and machinery shall be regularly serviced and maintained to meet this level.
6. 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 10 pm.
7. The activities of persons using the external areas shall be monitored after 10 pm and they shall be reminded to have regard to the needs of local residents and to refrain from shouting and anti social behaviour etc when necessary.

Litter

8. The PLH/DPS shall ensure that litter arising from people using the premises is cleared away regularly and that promotional materials such as flyers do not create litter.

Transport / Pedestrian Movement

9. 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.
10. The designated premises supervisor and any door supervisors will monitor the activity of persons leaving the premises and remind them of their public responsibilities where necessary.

PART 2

To be completed by the applicant

**Leeds City Council's Environmental Action Service
Proposed Controlled Measures under the Licensing Act 2003**

**Name and Address of Premises: Unit 32/33 Block H , The Boulevard, Hunslet, Leeds,
LS10 1LU,**

I / We

confirm that I am / we are the applicant / the applicant's representative (*delete as appropriate*)
for the premises as stated above.

In signing this document I / we agree with the measures proposed by Leeds City Council's
Environmental Action Service, and we provide our consent for the licensing authority to
incorporate the said measures into the operating schedule for the stated premises.

Signed:

Dated:

PART 3

**Name and Address of Premises: Unit 32/33 Block H , The Boulevard, Hunslet, Leeds,
LS10 1LU,**

I / We

confirm that I am / we are the applicant / the applicant's representative (*delete as appropriate*)
for the premises as stated above.

I / We formally advise that we are not prepared to accept the proposed measures as
suggested by Leeds City Council's Environmental Action Service.

In this instance we understand that Leeds City Council's environmental action service will
maintain their representation to my /our application, which will now proceed to a hearing
before the licensing sub-committee.

Signed:

Dated:

Please return this document to:

Environmental Protection Team
Leeds City Council
Millshaw Park Way
Leeds
LS11 0LS

Issued premises licences and club certificates within an area



PREM/02584/005 - Pizza Express, Clarence Docks, Clarence Road, Hunslet, Leeds, LS10 1LU

Sale by retail of alcohol	
Monday to Saturday	11:30 - 00:00
Sunday	12:00 - 22:30
Provision of late night refreshment	
Monday to Saturday	23:00 - 00:30
Performance of recorded music	
Monday to Saturday	11:30 - 00:30
Sunday	12:00 - 23:00

PREM/03532/001 - Tesco Clarence Dock Leeds Express, 2 The Boulevard, Hunslet, Leeds, LS10 1PZ,

Sale by retail of alcohol	
Every Day	06:00 - 00:00

PREM/00873/003 - Royal Armouries Museum Shop, Armouries Drive, Hunslet, Leeds, LS10 1LT,

Sale by retail of alcohol	
Monday to Saturday	08:00 - 23:00
Sunday	10:00 - 22:30

PREM/03425/002 - Chandelier, Unit 1 & 2 Mackenzie House , Chadwick Street, Hunslet, Leeds, LS10 1QD

Sale by retail of alcohol	
Every Day	11:00 - 23:30
Provision of late night refreshment	
Every Day	23:00 - 23:30

PREM/02284/005 - Holiday Inn Express, Leeds City Centre , Armouries Drive, Leeds, LS10 1LE

Sale by retail of alcohol	
Every Day	10:00 - 02:00
Provision of late night refreshment	
Every Day	23:00 - 01:30
Exhibition of a film	
Monday to Friday	06:30 - 02:00
Saturday & Sunday	07:00 - 02:00
Indoor sporting events	
Every Day	10:00 - 02:00

PREM/00638 - Royal Armouries Museum, Armouries Drive, Leeds, LS10 1LT

Sale by retail of alcohol	
Every Day	09:00 - 02:00
Provision of late night refreshment	
Every Day	23:00 - 02:00
Performance of a play	

Every Day	09:00 - 03:00
Exhibition of a film	
Every Day	09:00 - 03:00
Indoor sporting events	
Every Day	09:00 - 03:00
Boxing or wrestling entertainment	
Every Day	09:00 - 03:00
Performance of live music	
Every Day	09:00 - 03:00
Performance of recorded music	
Every Day	09:00 - 03:00
Performance of dance	
Every Day	09:00 - 03:00
Entertainment similar to live music, recorded music or dance	
Every Day	09:00 - 03:00

PREM/03008 - Royal Armouries, Armouries Drive, Hunslet, Leeds, LS10 1LG,

Performance of a play	
Every Day	10:00 - 23:00
Performance of live music	
Every Day	10:00 - 23:00
Performance of recorded music	
Every Day	10:00 - 23:00
Performance of dance	
Every Day	10:00 - 23:00

PREM/02368 - Royal Armouries (International) Plc, Hall 2, Royal Armouries Square, Hunslet, Leeds, LS10 1NF

Sale by retail of alcohol	
Every Day	09:00 - 02:00
Provision of late night refreshment	
Every Day	23:00 - 02:00
Performance of a play	
Every Day	09:00 - 03:00
Exhibition of a film	
Every Day	09:00 - 03:00
Indoor sporting events	
Every Day	09:00 - 03:00
Boxing or wrestling entertainment	
Every Day	09:00 - 03:00
Performance of live music	
Every Day	09:00 - 03:00
Performance of recorded music	
Every Day	09:00 - 03:00
Performance of dance	
Every Day	09:00 - 03:00
Entertainment similar to live music, recorded music or dance	
Every Day	09:00 - 03:00

PREM/02485 - Alea Casino, 4 The Boulevard, Hunslet, Leeds, LS10 1PZ,

Sale by retail of alcohol	
Monday to Saturday	10:00 - 06:00
Sunday	12:00 - 06:00
Provision of late night refreshment	

Every Day	23:00 - 05:00
Performance of a play	
Monday to Saturday	10:00 - 06:00
Sunday	12:00 - 06:00
Exhibition of a film	
Monday to Saturday	10:00 - 06:00
Sunday	12:00 - 06:00
Indoor sporting events	
Monday to Saturday	10:00 - 06:00
Sunday	12:00 - 06:00
Performance of live music	
Monday to Saturday	10:00 - 06:00
Sunday	12:00 - 06:00
Performance of recorded music	
Monday to Saturday	10:00 - 06:00
Sunday	12:00 - 06:00
Performance of dance	
Monday to Saturday	10:00 - 06:00
Sunday	12:00 - 06:00
Entertainment similar to live music, recorded music or dance	
Monday to Saturday	10:00 - 06:00
Sunday	12:00 - 06:00

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