

**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.

**We Marston's PLC 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/00704/011

**Part 1 – Premises details**

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

Broadway Hotel, Dewsbury Road, Hunslet

Post town  
LeedsPost code  
LS11 5LD

Telephone number of premises (if any)

0113 277 4434

Non-domestic rateable value of premises

£65000

**Part 2 – Applicant Details**

Daytime contact telephone number

c/o 01142 668664

Email address  
(optional)Current postal  
address if  
different from  
premises address

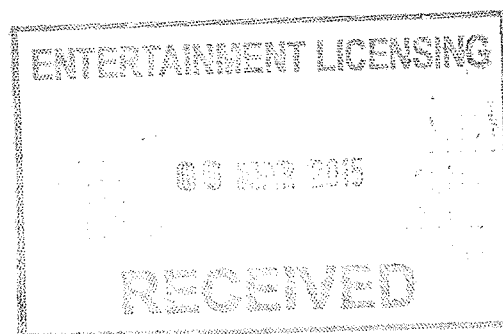
Marston's House, Brewery Road, Wolverhampton, WV1 4JT

Post Town

Wolverhampton

Postcode

WV1 4JT



## 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

<b>Plays</b> Standard days and timings (please read guidance note 6)			<b>Will the performance of a play take place indoors or outdoors or both – please tick {Y}</b> (please read guidance note 2).	Indoors	
Day	Start	Finish		Outdoors	
Mon			<b>Please give further details here</b> (please read guidance note 3)	Both	
Tue					
Wed					
Thur			<b>State any seasonal variations for performing plays</b> (please read guidance note 4)		
Fri					
Sat					
Sun			<b>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</b> (please read guidance note 5)		

## B

<b>Films</b> Standard days and timings (please read guidance note 6)			<b>Will the exhibition of films take place indoors or outdoors or both – please tick {Y}</b> (please read guidance note 2).	Indoors	✓
Day	Start	Finish		Outdoors	
Mon	As existing	As existing	<b>Please give further details here</b> (please read guidance note 3)	Both	
Tue	As existing	As existing			
Wed	As existing	As existing			
Thur	As existing	As existing	<b>State any seasonal variations for the exhibition of films</b> (please read guidance note 4)		
Fri	As existing	02:00			
Sat	As existing	02:00			
Sun	10:00	As existing	<b>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</b> (please read guidance note 5)  When the hours for the sale of alcohol are extended hereunder these hours are also extended (See Box J below)		

## C

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 6)			<b>Please give further details</b> (please read guidance note 3)
Day	Start	Finish	
Mon	As existing	As existing	
Tue	As existing	As existing	<b>State any seasonal variations for indoor sporting events</b> (please read guidance note 4)
Wed	As existing	As existing	<b>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</b> (please read guidance note 5)  When the hours for the sale of alcohol are extended hereunder these hours are also extended (See Box J below)
Thur	As existing	As existing	
Fri	As existing	02:00	
Sat	As existing	02:00	
Sun	10:00	As existing	

## D

<b>Boxing or wrestling entertainment</b> Standard days and timings (please read guidance note 6)			<b>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick {Y}</b> (please read guidance note 2).	Indoors	
Day	Start	Finish		Outdoors	
Mon			<b>Please give further details here</b> (please read guidance note 3)	Both	
Tue					
Wed			<b>State any seasonal variations for boxing or wrestling entertainment</b> (please read guidance note 4)		
Thur					
Fri			<b>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</b> (please read guidance note 5)		
Sat					
Sun					

# E

<b>Live music</b> Standard days and timings (please read guidance note 6)			<b>Will the performance of live music take place indoors or outdoors or both – please tick {Y}</b> (please read guidance note 2).	Indoors	
				Outdoors	
				Both	✓
Day	Start	Finish			
Mon	As existing	As existing	<b>Please give further details here</b> (please read guidance note 3)		
Tue	As existing	As existing			
Wed	As existing	As existing	<b>State any seasonal variations for the performance of live music</b> (please read guidance note 4)		
Thur	As existing	As existing			
Fri	As existing	02:00	<b>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</b> (please read guidance note 5)  When the hours for the sale of alcohol are extended hereunder these hours are also extended (See Box J below)		
Sat	As existing	02:00			
Sun	10:00	As existing			

# F

<b>Recorded music</b> Standard days and timings (please read guidance note 6)			<b>Will the playing of recorded music take place indoors or outdoors or both – please tick {Y}</b> (please read guidance note 2).	Indoors	
				Outdoors	
				Both	✓
Day	Start	Finish			
Mon	As existing	As existing	<b>Please give further details here</b> (please read guidance note 3)		
Tue	As existing	As existing			
Wed	As existing	As existing	<b>State any seasonal variations for playing recorded music</b> (please read guidance note 4)		
Thur	As existing	As existing			
Fri	As existing	02:00	<b>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</b> (please read guidance note 5)  When the hours for the sale of alcohol are extended hereunder these hours are also extended (See Box J below)		
Sat	As existing	02:00			
Sun	10:00	As existing			

## G

Performances of dance Standard days and timings (please read guidance note 6)			Will the performance of dance take place indoors or outdoors or both – please tick {Y} (please read guidance note 2).	Indoors	
Day	Start	Finish		Outdoors	
Mon	As existing	As existing	Please give further details here (please read guidance note 3)	Both	✓
Tue	As existing	As existing			
Wed	As existing	As existing			
Thur	As existing	As existing	State any seasonal variations for the performance of dance (please read guidance note 4)		
Fri	As existing	02:00			
Sat	As existing	02:00			
Sun	10:00	As existing	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 5)  When the hours for the sale of alcohol are extended hereunder these hours are also extended (See Box J below)		

## H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 6)			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 2).	Indoors	
Mon				Please give further details here (please read guidance note 3)	Outdoors
Tue			Both		
Wed					
Thur			State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 4)		
Fri					
Sat					
Sun			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 5)		

# I

<b>Late night refreshment</b> Standard days and timings (please read guidance note 6)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick {Y}</b> (please read guidance note 2).	Indoors	✓
				Outdoors	
				Both	
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 3)		
Mon	As existing	As existing			
Tue	As existing	As existing	<b>State any seasonal variations for the provision of late night refreshment</b> (please read guidance note 4)		
Wed	As existing	As existing			
Thur	As existing	As existing			
Fri	As existing	02:00	<b>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</b> (please read guidance note 5)  When the hours for the sale of alcohol are extended hereunder these hours are also extended (See Box J below)		
Sat	As existing	02:00			
Sun	As existing	As existing			

# J

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 6)			<b>Will the supply of alcohol be for consumption</b> <b>(Please tick box Y)</b> (please read guidance note 7)	On the premises	
				Off the premises	
				Both	✓
Day	Start	Finish	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 4)		
Mon	As existing	As existing			
Tue	As existing	As existing			
Wed	As existing	As existing			
Thur	As existing	As existing	<b>Non-standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 5)		
Fri	As existing	02:00	As existing save for the removal of the Christmas Day restriction, the amendment to Bank Holiday Sunday timings insertion of a new timing on Christmas Eve and Boxing Day to allow all licensable activities to take place until 02:00 hours and to allow an additional hour on the commencement of British Summertime to replace the hour lost.		
Sat	As existing	02:00			
Sun	10:00	As existing			

# 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 8)

None

# L

## Hours premises are open to the public

Standard days and timings  
(please read guidance note 6)

Day	Start	Finish
Mon	As existing	As existing
Tue	As existing	As existing
Wed	As existing	As existing
Thur	As existing	As existing
Fri	As existing	02:30
Sat	As existing	02:30
Sun	10:00	As existing

**State any seasonal variation** (please read guidance note 4)

**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 5)

The premises will close for service to the public 30 minutes after the end of non standard timings as identified in Box J above.

**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**

None

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



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 9)**

No additional conditions are offered

**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**

No further risks have been identified which need to be addressed.

### Part 3 – Variation

Please tick ✓/yes

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

☒

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

#### Please describe briefly the nature of the proposed variation (please read guidance note 1)

Application is made to vary the Licence as follows:-

1. As per drawing number 2095/D/202 Rev A attached and as follows

Internally – redecoration of interior at ground floor level including fixtures and fittings etc.

At the basement level the garage is to be transformed into a function room. A bar shall be located within the function room. Further a servery hatch will be incorporated into the wall.

2. Licensed Areas.

To extend the licensed area to cover the function room at basement level (drawing number 2095/D/202 Rev A) for all licensable activities and the rear external area (drawing number E0913/91633/5.0) for regulated entertainment only.

The rear external area shall operate events including live music. At least ten working days notice shall be provided to both Environmental Health Services, the Police and the Licensing Authority prior to any external event taking place. Regulated entertainment will only take place in the rear external area between 10:00 hours and 00:00 hours. The premises shall also operate with a Noise Management Plan which is attached to the application.

3. Hours

The commencement hour for all licensable activities shall be brought forward to 10:00 hours from 11:00 hours on Sunday to bring in line with all other days.

The terminal hour for all licensable activities is to be extended to 02:00 hours on a Friday and Saturday (currently 01:00 hours). The premises shall close 30 minutes after.

With regard non standard timings, the existing non standard timing in relation to Christmas Day is to be removed, the premises shall therefore operate as on any other standard day on Christmas Day.

Further an additional non standard timing is sought on the commencement of British Summertime when all licensable activities shall be extended by 1 hour to replace the hour lost. Further non standard timings in relation to Bank Holiday Sunday, Christmas Eve and Boxing Day are to be extended to 02:00 hours for licensable activities.

4. Conditions.

The following CCTV conditions as requested by West Yorkshire Police are to be added to the Licence under the heading Crime and Disorder:-

- 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 cover all external areas of the premises occupied by the public, i.e. beer gardens, smoking areas and car parks.
- 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 following conditions are to be added under the heading Prevention of Public Nuisance:-

- Regulated entertainment will only take place in the external area between 10:00 and 00:00 hours.
- External regulated entertainment will only take place in accordance with a prepared Noise Management Plan

It is considered that the work to be undertaken at the site will be a substantial improvement to its operation and no risk will arise to the four licensing objectives as a result therefore.

The application is submitted following consultation with West Yorkshire Police and Leeds City Council Licensing Authority, Leeds City Council Licensing Authority and Environmental Health Services.

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 10)

**Signature of applicant (the current premises licence holder) or applicant's solicitor or other duly authorised agent.** (Please read guidance note 11). **If signing on behalf of the applicant please state in what capacity.**

Signature: John Gaunt & Partners..... *John Gaunt & Partners*

Date: *5/3/2015*

Capacity: Solicitors.....

**Where the premises licence is jointly held signature of 2<sup>nd</sup> applicant (the current premises licence holder) or 2<sup>nd</sup> applicant's solicitor or other authorised agent.** (Please read guidance note 12). **If signing on behalf of the applicant please state in what capacity.**

Signature: John Gaunt & Partners.....

Date: .....

Capacity: Solicitors.....

**Contact name (where not previously given) and address for correspondence associated with this application** (please read guidance note 13)

John Gaunt & Partners  
Omega Court  
372 Cemetery Road

**Post town**  
Sheffield

**Post code**  
S11 8FT

**Telephone number (if any)**  
0114 266 8664

**If you would prefer us to correspond with you by email your email address (optional)**  
jhylton@john-gaunt.co.uk

## Notes for Guidance

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

## Notes for Guidance

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

**BROADWAY, LEEDS**  
**NOISE MANAGEMENT PLAN**

**Introduction**

The Designated Premises Supervisor (DPS) acknowledges that they have a primary responsibility to ensure that the proposed use of the premises and in particular licensable activities in the rear external area do not generate excessive noise disturbance to nearby residents. The purpose of this noise management plan is to detail the procedures which the DPS aims to adopt to ensure, as far as possible, the minimisation of disturbance to local residents by activities at the Broadway.

A balance of needs must be achieved by ensuring social activity is not marred whilst controlling potential adverse noise effects. The aim is to adopt the best practicable means to ensure that licensing objectives are met.

The plan is designed to promote the prevention of public nuisance and to meet the licensing objectives under the Licensing Act 2003.

The following measures are proposed in respect of the provision of musical regulated entertainment and the control of noise from people:

- A risk assessment approach to events to be held at the premises (both inside and outside) with regard to noise control.
- Training procedures for managers and other staff
- An ongoing review process.
- A detailed complaints monitoring system.

**Noise Management Strategy**

The noise management strategy is intended to control noise from the provision of regulated entertainment and in particular amplified or unamplified and amplified speech to ensure that regulated entertainment does not cause a public nuisance and would also be unlikely to result in any intrusive noise that could be deemed a statutory nuisance.

Key elements of this plan are:-

- Minimise impact to local residents.
- To satisfy the Licensing Authority.
- A detailed list of steps taken to manage noise pollution.
- A complaints procedure.

**Identification of the range of potential Noise Sources relating to the premises and its vicinity.**

Sources of noise include:

- Amplified music (recorded) with particular attention to low frequency bass levels, public address systems.
- External Areas

### **Steps taken to manage noise pollution**

Generally, the overriding requirement is for control of noise "at source" by considering:-

The specification, selection and operation of amplified music and equipment.  
Managing operations on site.  
Making customers aware of the consequences of noise and to be proactive in dealing with the problem by internal and external signage etc.

### **Managing Operations on site**

1. Regulated entertainment in the rear external area shall end at 00.00hrs.

The DPS will be responsible for all licensable activity taking place both inside the premises and in the rear external area.

Both the DPS and any deputy managers will be fully aware and conversant with the noise management plan.

Any events where amplified music is employed will be wound down in a professional manner. Music will reduce in sound and style to reflect a calmer end to an event.

The management of noise relies on the DPS, who through good management can have considerable positive impact on the noise generated as a result of measures to be adopted at the premises, which will include:

- Staff reminding people to take notice of the signage if they are ignoring them, and keep the noise down when they are in areas that may lead to their voices causing disturbance.
- Regularly checking that the noise from people and music, is reasonable on boundary of the property, to gain confidence that residents are not likely to be being disturbed.
- Providing residents with a formalised route for making a complaint, and if one is received then acting quickly to investigate it, and where possible addressing anything that may not be in accordance with the agreed control measures.
- Keeping a log of any complaints and the checks made and any action taken, making sure that it is up to date, and available for scrutiny on request by Environmental Health.

**Making customers aware of the consequences of late night noise and to be proactive in dealing with the problem.**

Notices will be displayed on external doors asking customers to leave the premises in a quiet and orderly fashion and to show respect to local neighbours.

Verbal announcements prior to dispersal will be made at the end of each event.

**Complaints procedure**

All complaints relating to the premises will be logged on an incident reporting system.

If the complaint relates to the external yard area, the DPS will then investigate the issue and take appropriate action to investigate whether the noise management plan has been implemented correctly and if not then correcting the error and then monitoring the outcome.

Should a response be required immediately (on the night) back to the complainant this will be done by the DPS or the Duty Manager.