

Appendix B

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			State any seasonal variations (please read guidance note 5) If granted, the seasonal variations for an additional hour Friday (into the following morning) and Saturday (into the following morning) of Bank Holiday weekends to be removed and all other ones to remain.
Day	Start	Finish	Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list (please read guidance note 6)
Mon	09:00	01:30	
Tue	09:00	01:30	
Wed	09:00	01:30	
Thur	09:00	02:30	
Fri	09:00	02:30	
Sat	09:00	02:30	
Sun	09:00	02:30	

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.
To remove the following conditions from Annex 2 Conditions consistent with the operating schedule relating to the licensing objectives and replace them:

- 13 and replace with "The premises holder shall ensure that the premises are a member of any locally operating Pub Watch scheme."
- 14 and replace with "An approved proof of age scheme shall be adopted and implemented within the premise such as "Challenge 25" whereby an accepted form of photographic identification shall be requested before any alcohol is sold to any person who appears to be under 25 years of age. Acceptable proof of age shall include identification bearing the customers photograph, date of birth and integral holographic mark or security measure. Suitable means of identification would include PASS approved proof of age card, photo-card driving licence and passport."
- 15 and replace with "A suitable 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:
 - o cover all areas of the premises occupied by the public under the terms of the licence, including corridors and stairways (excluding WCs and changing rooms);
 - o cover the main entrances, exits and designated emergency egress routes from the premises;
 - o will cover all external areas of the premises occupied by the public i.e. queuing areas, beer gardens, smoking areas and car parks;
 - o contain the correct time and date stamp information and

o have sufficient storage retention capacity for a minimum of 31 days' continuous footage which will be of good quality."

• 18 and replace with "All staff are to be trained with respect to underage sales, such training to be updated as necessary when legislation changes and should include training in how to refuse sales to difficult customers"

• 21 and replace with "The premises licence holder shall ensure that all drinking glasses used within the premises are of toughened or safety glass to the appropriate safety standard, in that they shall not produce sharp shards when broken."

• 23 and replace with "An incident log ('the Log') will be maintained and used at the premises recording all incidents of crime and disorder or public nuisance witnessed at the premises such as anti-social behaviour, admissions, refusals and ejections from the premises. The Log will contain consecutively numbered pages, the date, time and name and details of the member of staff making the record, along with details of the incident and any action taken. The Log will be made available immediately to police officers on request."

• 36 and replace with "The licence holder shall ensure that adequate measures are in place to remove litter or waste arising from their customers and to prevent such litter from accumulating in the immediate vicinity of their premises."

• 38 and replace with "Children are only permitted on the premises until 21:00."

To keep the following condition from Annex 2 Conditions consistent with the operating schedule relating to the licensing objectives but amending it:

• 16 – amend (iii) to read "no more than 12" not "one more that" as this is an administrative typing error

If granted, the seasonal variations for an additional hour Friday (into the following morning) and Saturday (into the following morning) of Bank Holiday weekends to be removed and all other ones to remain.

To remove the embedded conditions.

Please tick as appropriate

- 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 not enclosed 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 and e) (please read guidance note 10)

As per the current licence save for amendments included within this application

b) The prevention of crime and disorder

1. A designated member of staff/members of staff at the premises will be authorised to use the CCTV footage and be conversant with operating the CCTV system. At the request of an authorised officer of the Licensing Authority or Responsible Authority (under the Licensing Act 2003) 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 Responsible Authority.
2. A dispersal policy will be drawn up and implemented to ensure that customers leaving the premises do so as far as practicable without causing nuisance to residents in the immediate vicinity of the premises
3. A policy for searching patrons at the entrance to the premises will be adopted when door staff are on duty and will be prominently displayed on the premises.
4. A suitable purpose made receptacle for the safe retention of illegal substances will be provided and arrangements made for the safe disposal of its contents as agreed with West Yorkshire Police.
5. Drinks, open bottles and glasses will not be taken from the premises at any time. Empty bottles will be collected regularly and promptly. Glass and other sharp objects will be stored and disposed of safely using suitable receptacles. Receptacles will be secured and not accessible to the customers. Signage should be displayed notifying customers of this.
6. Notices indicating the existence and effect of an Alcohol Designated Public Places Order will be prominently displayed at the exits to the premises.
7. The minimum number of SIA registered door staff shall be based on a risk assessment except on a Friday and Saturday where there will be 3 door supervisors available on a staggered basis from 21:00, 22:00 and 23:00 until 02:00.
8. The premises shall be cleared of customers within 30 minutes of the last supply of alcohol on any day.
9. Except for access and egress all doors and windows shall be kept closed during periods of entertainment associated with the Premises Licence.
10. Clear notices displayed at all points where customers leave the building must instruct them to respect the needs of local residents and leave the premises and the area quietly.
11. No drinks are allowed outside except in the beer garden. Signage should be displayed notifying customers of this.
12. No new entry or re-entry to the premises after 01:00 Wednesday – Saturday and after 00:00 Sunday to Tuesday.

c) Public safety

d) The prevention of public nuisance

e) The protection of children from harm

Checklist:

Please tick to indicate agreement

- I have made or enclosed payment of the fee; or I have not made or enclosed payment of the fee because this application has been made in relation to the introduction of the late night levy.
- 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 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.

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		
Date		
Capacity		

Where the premises licence is jointly held, signature of 2nd applicant (the current premises licence holder) or 2nd applicant's solicitor or other authorised agent (please read guidance note 13). If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	
Capacity	

Notes for Guidance

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

1. You do not have to pay a fee if the only purpose of the variation for which you are applying is to avoid becoming liable to the late night levy.
2. Describe the premises. For example the type of premises, its general situation and layout and any other information which 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.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
4. 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.
5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.