

Premises Licence

Part A Schedule 12 Licensing Act 2003

Part 1 – Premises Details

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

The Thomas Osbourne, Street Lane, Roundhay, Leeds, LS8 1AP

Licensable activities authorised by this licence

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

Times the licence authorises the carrying out of licensable activities

Sale by retail of alcohol

Friday & Saturday	10:00 - 00:00
Sunday to Thursday	10:00 - 23:30

Provision of late night refreshment

Friday & Saturday	23:00 - 00:00
Sunday to Thursday	23:00 - 23:30

Location of activity: Indoors

Exhibition of a film

Friday & Saturday	10:00 - 00:00
Sunday to Thursday	10:00 - 23:30

Location of activity: Indoors

Performance of live music

Friday & Saturday	10:00 - 00:30
Sunday to Thursday	10:00 - 00:00

Location of activity: Indoors

Performance of recorded music

Friday & Saturday	10:00 - 00:30
Sunday to Thursday	10:00 - 00:00

Location of activity: Indoors

Details relating to all activities

Non standard timings:

10:00 to 01:00 on Friday, Saturday Sunday and Monday of Bank Holiday weekends. On New Years Eve this will be permitted from the end of permitted hours on New Years Eve to the start of permitted hours on New Years Day

Opening hours of the premises

Friday & Saturday	10:00 - 00:30
Sunday to Thursday	10:00 - 00:00

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

The Craft Union Pub Company Ltd
3 Monkspath Hall Road
Solihull
B90 4SJ

Current Email Address: licensing@enterpriseinns.com

Registered number of holder, for example company number, charity number (where applicable)

Registered business number: 09429990

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

Lee Stephen Godfrey

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/08490/16 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.

Annex 2 – Conditions consistent with the operating schedule

The prevention of crime and disorder

- 10. A suitable CCTV system will be operational on the premises at all times when licensed activities are being carried out
- 11. The system will conform with the current West Yorkshire guidelines

It will be adequately maintained and be capable of transporting recorded material onto removable media
- 12. CCTV security footage will be made secure and retained for a minimum period of 31 days time tot he satisfaction of WYP
- 13. At all times that licensable activities are taking place there will be a member of staff on duty who is conversant with operating the CCTV system and who is able to download immediately any footage requested by an officer from any of the Responsible Authorities or the Licensing Authority
- 14. A Supervisors Register will be maintained at the licensed premises, showing the names, addresses and up-to-date contact details for the DPS and all personal licence holders
- 15. 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
- 16. The minimum number of door supervisors for the premises is 2 on Friday and Saturday nights from 19:00 hours to half an hour beyond the close of business. 2 members of door staff will be employed on bank holidays weekends (Friday to Monday inclusive) and on Christmas Eve and New Years Eve, from 19:00 hours to half an hour past the close of business in line with the non-standard timings.
- 17. The Premises Licence Holder (PLH)/Designated Premises Supervisor (DPS) will ensure that a 'Daily Record Register' is maintained on the premises by door staff.

18. The Daily Record Register will contain consecutively numbered pages, the full name and registration number of each person on duty, the employer of that person and the date and time he/she commenced duty and finished duty (verified by the individual's signature)
19. The Daily Record Register will be retained on the premises for a period of twelve months from the date of the last entry
20. Security staff/designated supervisors will be familiar with the premises policy concerning admission, exclusion and safeguarding customers whilst in the premises
21. 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
22. 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 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 conformation of wether there is CCTV footage of the incident
23. The Incident Report Register will be produced for inspection immediately on the request of an authorised officer
24. A policy for searching patrons at the entrance of the premises will be adopted and prominently displayed on the premises
25. The PLH/DPS will inform West Yorkshire Police as soon as practicably of any search resulting in a seizure of drugs or offensive weapons
26. A suitable purpose-made receptacle for the safe retention of illegal substances will be provided and arrangements made for the safe disposal of its contents as agreed with West Yorkshire Police or British Transport Police
27. Notices will be prominently displayed at the entrances of the premises which state:

A search will be conducted as a condition of entry to premises;

Incidents of crime and disorder will be reported to the police and a full recorded entry will be made in the incident report register

Entry to the premises will be refused to any person who appears to be drunk, acting in a threatening manner or is violent; or appears to be under the influence of drugs

Entry will be refused to any person who has been convicted of an offence of drunkenness, violent or threatening behaviour or the use or distribution of illegal substances
28. The PLH/DPS staff will ask for proof of age form any person appearing to be under the age of 25 who attempts to purchase alcohol at the premises
29. The PLH/DPS will belong to a recognised trade body or pubwatch scheme where one exists, who aims include the promotion of the licensing objectives
30. 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

31. The DPS and/or personal licence holders will be on site and working at the premises at all times when the premises are open to the public

Public Safety

32. 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
33. 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
34. A suitably trained and competent person must ensure regular safety checks of the premises including decorative and functional fixtures, floor surfaces and equipment (including electrical appliances) to which the public may come into contact are undertaken. Records of these safety checks must be kept and made available by an authorised officer.
35. Empty bottles and glasses will be collected regularly paying particular attention to balcony areas and raised levels
36. 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. If used, any temporary electrical wiring and distributions will also be inspected. Inspection records/certificates will be kept. These will be made available at the request of an authorised officer
37. One of the following protective measures shall be used for all socket-outlets which may be used for the connection for lighting, video or sound amplification equipment and display models:
a) Each socket-outlet circuit shall be protected by a residual current device having a rated residual operating current not exceeding 30mA
Or
b) Each individual socket-outlet shall be protected by an integral residual current device having a rated residual operating current not exceeding 30mA
The current operation of all residual current devices shall be checked regularly by pressing the test button. If the device does not switch off the supply, and an electrical contractor should be consulted. At the same time action should be taken to prohibit the use of socket outlets associated with a faulty residual current device
38. Regular safety checks of guarding to stairs, balconies, landings and ramps will be undertaken, and a supervision policy will be maintained to prevent people from inappropriate behaviour including climbing which may lead to a fall from height
39. Safety glass that is impact resistant should be used wherever possible in all areas where the public may come into contact with it. Where it is not used in public areas, glazing should be shielded to protect it from impact
40. A written spillage policy will be kept to ensure spillages are dealt with in a timely and safe manner
41. A suitably trained first aider or appointed person will be provided at all times when the premises are open
42. Adequate and appropriate first aid equipment and materials will be available on the premises
43. 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
44. 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

45. 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.

The prevention of public nuisance

46. Noise from licensable activity at the premises will not be audible at the nearest noise sensitive premises namely; 16 Sutherland Avenue Leeds 8 and 81 Back Devonshire Lane Leeds 8.
47. There shall be no external speakers
48. Bottles shall not be placed in any external receptacle between 10:00pm and 08:00am the following day to minimise noise disturbance to neighbouring properties
49. Noise from plant or machinery shall not be audible at the nearest noise sensitive premises during operation of the plant or machinery. Plant and machinery shall be regularly serviced and maintained to meet this level.
50. 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 10:30pm for consuming drinks
51. The activities of persons using the external areas shall be monitored after 10:30pm 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
52. The PLH/DPS will adopt a "cooling down" period where music volume is reduced towards the closing time of the premises.
53. The PLH/DPS shall ensure that litter arising from people using the premises is cleared away daily and that promotional materials such as flyers do not create litter
54. 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.
55. 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
56. A facility will be provided for customers to order hackney taxis/private hire vehicles. Telephone numbers for taxi firms/private hire companies will be displayed in a prominent position on the premises

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

The prevention of public nuisance

57. There shall be no delivery or collection of bottles between 10:00pm and 08:00am
58. Only plastic drinking glasses/bottles shall be allowed for use within the beer garden/external area/play area

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.

Plans dated 8th January 2016 drawing number 5490/602