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

Tel: [REDACTED]

Email: [REDACTED]

19th June 2017

Poppleston Allen Solicitors
37, Stoney Street
The Lace Market
Nottingham
NG1 1LS

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

RE: ASK, UNIT C, GROUND FLOOR & BASEMENT, 14-22, LANDS LANE, LEEDS, LS1 6LB
APPLICATION FOR A PREMISES LICENCE – LICENSING ACT 2003:
POLICE – LETTER OF REPRESENTATION – ‘QUALIFIED’ OBJECTION:

Thank you for submitting your application for a new premises licence at the above address which we received on 22nd May 2017.

The premises are situated in an area of the Leeds City Centre, which is currently subject to a policy of Cumulative Impact, as identified in the current 2014-2018 Statement of Licensing Policy of Leeds City Council.

This particular area of the City, is classed as being an “amber area”.

In accordance with the licensing authority’s document quoted above, as an amber area, on receipt of relevant representations to promote the licensing objectives, it is the council’s policy to seek additional measures, to address the problems associated within that area.

West Yorkshire Police are of the opinion that your application contains insufficient information about how you intend to meet the licensing objectives in this increasingly popular and busy area of the city.

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

We would also not agree with the necessity to include the outside area marked on the plan in red as part of the licensed area – unless there is an intention to have a mobile bar with the sale of alcohol or other

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licensable activity outside on the street. This area can be covered by a street café licence. We do not view payment transactions with mobile hand held devices as being the 'sale of alcohol' – the sale occurs where the alcohol is appropriated to the contract – inside the premises. We therefore ask that the plans be amended to show no external licensed area.

West Yorkshire Police are of the opinion that the licensing 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.

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-:

**ASK
UNIT C
GROUND FLOOR & BASEMENT
14-22, LANDS LANE
LEEDS
LS1 6LB**

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:

- 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 areas of the premises occupied by the public under the terms of the licence, including corridors and stairways (excluding WCs and changing rooms).
- The CCTV system will cover the main entrance/s and exit/s and designated emergency egress routes from the premises.
- The CCTV system will contain the correct time and date stamp information.

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- 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 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 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 produced for inspection immediately on the request of an authorised officer and retained on the premises for at least 12 months after the date of last entry.
- The premises shall be and remain predominantly food led.

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

- The number of covers will be _____
- The sale/supply of alcohol shall only be made to accompany the sale of food. This does not preclude the sale/supply of alcohol to a person waiting to be seated in the restaurant or at the conclusion of the meal.

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.

PC 5548 Cath Arkle
Leeds District Licensing Officer
West Yorkshire Police

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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:

**ASK
UNIT C
GROUND FLOOR & BASEMENT
14-22, LANDS LANE
LEEDS
LS1 6LB**

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:

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

Proposed control measures under the Licensing Act 2003

Name & Address of Premises:

**ASK
UNIT C
GROUND FLOOR & BASEMENT
14-22, LANDS LANE
LEEDS
LS1 6LB**

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: