

**NOT PROTECTIVELY MARKED**



**Licensing Department**

Millgarth Police Station  
Millgarth Street  
Leeds  
LS2 7HX

***Leeds District Licensing Department***

Tel: 0113-2414023  
Fax: 0113-2413123  
Email:  
catherine.arkle@westyorkshire.pnn.police.uk  
Website:

Your ref:

Our ref:

12<sup>th</sup> September 2011

**Mr. Andy Abbott**  
**Club Secretary**  
**Wharf Chambers Co-Operative Club**  
**Ground Floor**  
**23-25, Wharf Street**  
**Leeds**  
**LS2 7EQ**

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

**RE: WHARF CHAMBERS CO-OPERATIVE CLUB, GROUND FLOOR, 23-25, WHARF STREET,  
LEEDS, LS2 7EQ**  
**APPLICATION FOR NEW CLUB PREMISES CERTIFICATE – LICENSING ACT 2003:**  
**POLICE – LETTER OF REPRESENTATION – ‘QUALIFIED’ OBJECTION:**

Thank you for submitting your application for the above premises.

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

We are aware that the premises are situated in the Cumulative Impact Area for Leeds City Centre but are making no representations under the Cumulative Impact Policy.

However, 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 as conditions, 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.

**NOT PROTECTIVELY MARKED**

# NOT PROTECTIVELY MARKED

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-:

**WHARF CHAMBERS CO-OPERATIVE CLUB  
GROUND FLOOR  
23-25, WHARF STREET  
LEEDS  
LS2 7EQ**

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;

### **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 cover all external areas of the premises occupied by the public, i.e. queuing areas, beer gardens, smoking areas and car parks.
- The CCTV system will contain the correct time and date stamp information.
- CCTV security footage will be made secure and retained for a minimum period of 31 days time to the satisfaction of WYP.
- 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.
- An Incident Report Register will be 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

NOT PROTECTIVELY MARKED

## NOT PROTECTIVELY MARKED

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.

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:

**WHARF CHAMBERS CO-OPERATIVE CLUB  
GROUND FLOOR  
23-25, WHARF STREET  
LEEDS  
LS2 7EQ**

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:**

**NOT PROTECTIVELY MARKED**

**NOT PROTECTIVELY MARKED**

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

Proposed control measures / conditions under the Licensing Act 2003

Name & Address of Premises:

**WHARF CHAMBERS CO-OPERATIVE CLUB  
GROUND FLOOR  
23-25, WHARF STREET  
LEEDS  
LS2 7EQ**

I / We .....

confirm that I am / we are the applicant / the applicants 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**