

**Application for a premises licence to be granted  
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.

I/We New World Pub Company (Leeds) Limited

*(Insert name(s) of applicant)*

apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

**Part 1 – Premises Details**

<b>Postal address of premises or, if none, ordnance survey map reference or description</b> Project Oast, Unit 2.42 Trinity 67 Boar Lane			
<b>Post town</b>	Leeds	<b>Post code</b>	LS1 6HW

<b>Telephone number at premises (if any)</b>		<b>ENTERTAINMENT LICENSING</b>  02 JUL 2012
<b>Non-domestic rateable value of premises</b>	£0	

**Part 2 - Applicant Details**

Please state whether you are applying for a premises licence as :  
Please tick yes

- a) an individual or individuals \*  please complete section (A)
- b) a person other than an individual \*
  - i. as a limited company  please complete section (B)
  - ii. as a partnership  please complete section (B)
  - iii. as an unincorporated association or  please complete section (B)
  - iv. other (for example a statutory corporation)  please complete section (B)
- c) a recognised club  please complete section (B)
- d) a charity  please complete section (B)

- e) the proprietor of an educational establishment  please complete section (B)
- f) a health service body  please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital  please complete section (B)
- h) the chief officer of police of a police force in England and Wales  please complete section (B)

\* If you are applying as a person described in (a) or (b) please confirm:

Please tick yes

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or
- I am making the application pursuant to a
  - statutory function or
  - a function discharged by virtue of Her Majesty's prerogative

**(A) INDIVIDUAL APPLICANTS (fill in as applicable)**

<b>Mr</b> <input type="checkbox"/>	<b>Mrs</b> <input type="checkbox"/>	<b>Miss</b> <input type="checkbox"/>	<b>Ms</b> <input type="checkbox"/>	<b>Other Title (for example, Rev)</b>	
<b>Surname</b>			<b>First names</b>		
<b>I am 18 years old or over</b>					<input type="checkbox"/> Please tick yes
<b>Current postal address if different from premises address</b>					
<b>Post Town</b>				<b>Postcode</b>	
<b>Daytime contact telephone number</b>					
<b>E-mail address (optional)</b>					

**SECOND INDIVIDUAL APPLICANT (if applicable)**

<b>Mr</b> <input type="checkbox"/>	<b>Mrs</b> <input type="checkbox"/>	<b>Miss</b> <input type="checkbox"/>	<b>Ms</b> <input type="checkbox"/>	<b>Other Title (for example, Rev)</b>	
<b>Surname</b>			<b>First names</b>		
<b>I am 18 years old or over</b>					<input type="checkbox"/> Please tick yes

<b>Current postal address if different from premises address</b>			
<b>Post Town</b>		<b>Postcode</b>	
<b>Daytime contact telephone number</b>			
<b>E-mail address (optional)</b>			

**(B) OTHER APPLICANTS**

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

<b>Name</b> New World Pub Company (Leeds) Limited
<b>Address</b> 4-6 Princess Street Knutsford WA16 6DD
<b>Registered number (where applicable)</b> 07984119
<b>Description of applicant (for example, partnership, company, unincorporated association etc.)</b> Limited company
<b>Telephone number (if any)</b>
<b>E-mail address (optional)</b> davemansbridge@livingventures.com

**Part 3 Operating Schedule**

When do you want the premises licence to start?

Day		Month		Year			
3	0	0	7	2	0	1	2

If you wish the licence to be valid only for a limited period, when do you want it to end?

Day		Month		Year			

Please give a general description of the premises (please read guidance note1)  
Bar and restaurant trading on the ground floor and with an external area as per the plan attached.

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.

What licensable activities do you intend to carry on from the premises?

(Please see sections 1 and 14 of the Licensing Act 2003 and Schedules 1 and 2 to the Licensing Act 2003)

**Provision of regulated entertainment**

**Please tick yes**

- |  |                                     |
|--|-------------------------------------|
| a) plays (if ticking yes, fill in box A)   | <input type="checkbox"/>            |
| b) films (if ticking yes, fill in box B)   | <input type="checkbox"/>            |
| c) indoor sporting events (if ticking yes, fill in box C)  | <input type="checkbox"/>            |
| d) boxing or wrestling entertainment (if ticking yes, fill in box D)   | <input type="checkbox"/>            |
| e) live music (if ticking yes, fill in box E)  | <input checked="" type="checkbox"/> |
| f) recorded music (if ticking yes, fill in box F)  | <input checked="" type="checkbox"/> |
| g) performances of dance (if ticking yes, fill in box G)   | <input type="checkbox"/>            |
| h) anything of a similar description to that falling within (e), (f) or (g)<br>(if ticking yes, fill in box H) | <input type="checkbox"/>            |

**Provision of entertainment facilities:**

- |  |                                     |
|--|-------------------------------------|
| i) making music (if ticking yes, fill in box I)  | <input checked="" type="checkbox"/> |
| j) dancing (if ticking yes, fill in box J)   | <input type="checkbox"/>            |
| k) entertainment of a similar description to that falling within (i) or (j)<br>(if ticking yes, fill in box K) | <input type="checkbox"/>            |

**Provision of late night refreshment** (if ticking yes, fill in box L)

**Supply of alcohol** (if ticking yes, fill in box M)

**In all cases complete boxes N, O and P**

**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</b> (please read guidance note 2)	Indoors	<input type="checkbox"/>			
				Outdoors	<input type="checkbox"/>			
				Both	<input type="checkbox"/>			
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 3)					
Mon								
Tue								
Wed						<b>State any seasonal variations for performing plays</b> (please read guidance note 4)		
Thur								
Fri						<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)		
Sat								
Sun								

**B**

<b>Films</b> Standard days and timings (please read guidance note 6)			<b><u>Will the exhibition of films take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b><u>Please give further details here</u></b> (please read guidance note 3)		
Mon					
Tue			<b><u>State any seasonal variations for the exhibition of films</u></b> (please read guidance note 4)		
Wed					
Thur			<b><u>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</u></b> (please read guidance note 5)		
Fri					
Sat					
Sun					

**C**

Indoor sporting events Standard days and timings (please read guidance note 6)			<u>Please give further details</u> (please read guidance note 3)
Day	Start	Finish	
Mon			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 4)
Wed			
Thur			<u>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</u> (please read guidance note 5)
Fri			
Sat			
Sun			

**D**

<b>Boxing or wrestling entertainments</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</b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b>Please give further details here</b> (please read guidance note 3)		
Mon					
Tue					
<b>Wed</b>			<b>State any seasonal variations for boxing or wrestling entertainment</b> (please read guidance note 4)		
Thur					
<b>Fri</b>			<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</b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b>Please give further details here</b> (please read guidance note 3)		
Mon	10.00	02.00			
Tue	10.00	02.00			
			<b>State any seasonal variations for the performance of live music</b> (please read guidance note 4)		
Wed	10.00	02.00			
Thur	10.00	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) From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day. An extra hour on the day when British Summer Time begins.		
Fri	10.00	02.00			
Sat	10.00	02.00			
Sun	10.00	02.00			

**F**

<b>Recorded music</b> Standard days and timings (please read guidance note 6)			<b><u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b><u>Please give further details here</u></b> (please read guidance note 3)		
Mon	10.00	02.00			
Tue	10.00	02.00	<b><u>State any seasonal variations for the playing of recorded music</u></b> (please read guidance note 4)		
Wed	10.00	02.00			
Thur	10.00	02.00	<b><u>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5) From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day. An extra hour on the day when British Summer Time begins.		
Fri	10.00	02.00			
Sat	10.00	02.00			
Sun	10.00	02.00			

**G**

<b>Performances of dance</b> Standard days and timings (please read guidance note 6)			<b>Will the performance of dance take place indoors or outdoors or both – please tick</b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b>Please give further details here</b> (please read guidance note 3)		
Mon					
Tue			<b>State any seasonal variations for the performance of dance</b> (please read guidance note 4)		
Wed					
Thur			<b>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</b> (please read guidance note 5)		
Fri					
Sat					
Sun					

H

<p>Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 6)</p>			<p><b><u>Please give a description of the type of entertainment you will be providing</u></b></p>		
Day	Start	Finish	<p><b><u>Will this entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)</p>	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			<p><b><u>Please give further details here</u></b> (please read guidance note 3)</p>		
Wed					
Thur			<p><b><u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u></b> (please read guidance note 4)</p>		
Fri					
Sat			<p><b><u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)</p>		
Sun					

I

<b>Provision of facilities for making music</b> Standard days and timings (please read guidance note 6)			<b>Please give a description of the facilities for making music you will be providing</b>		
			<b>Will the facilities for making music be indoors or outdoors or both – please tick</b> (please read guidance note 2)		Indoors <input type="checkbox"/>
			Both <input checked="" type="checkbox"/>		
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b>Please give further details here</b> (please read guidance note 3)		
Mon	10.00	02.00			
Tue	10.00	02.00	<b>State any seasonal variations for the provision of facilities for making music</b> (please read guidance note 4)		
Wed	10.00	02.00			
Thur	10.00	02.00	<b>Non standard timings. Where you intend to use the premises for provision of facilities for making music at different times to those listed in the column on the left, please list</b> (please read guidance note 5) From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day. An extra hour on the day when British Summer Time begins.		
Fri	10.00	02.00			
Sat	10.00	02.00			
Sun	10.00	02.00			

**J**

<b>Provision of facilities for dancing</b> Standard days and timings (please read guidance note 6)			<b>Will the facilities for dancing be indoors or outdoors or both – please tick</b> (see guidance note 2)	Indoors <input type="checkbox"/>
				Outdoors <input type="checkbox"/>
				Both <input type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b><u>Please give a description of the facilities for dancing you will be providing</u></b>	
Mon			<b><u>Please give further details here</u></b> (please read guidance note 3)	
Tue				
Wed			<b><u>State any seasonal variations for providing dancing facilities</u></b> (please read guidance note 4)	
Thur				
Fri			<b><u>Non standard timings. Where you intend to use the premises for the provision of facilities for dancing entertainment at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)	
Sat				
Sun				

**K**

<b>Provision of facilities for entertainment of a similar description to that falling within i or j</b> Standard days and timings (please read guidance note 6)			<b><u>Please give a description of the type of entertainment facility you will be providing</u></b>		
Day	Start	Finish	<b><u>Will the entertainment facility be indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			<b><u>Please give further details here</u></b> (please read guidance note 3)		
Wed					
Thur			<b><u>State any seasonal variations for the provision of facilities for entertainment of a similar description to that falling within i or j</u></b> (please read guidance note 4)		
Fri					
Sat			<b><u>Non standard timings. Where you intend to use the premises for the provision of facilities for entertainment of a similar description to that falling within i or j at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)		
Sun					

L

<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 (please read guidance note 2)</b>	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b><u>Please give further details here</u></b> (please read guidance note 3)		
Mon	23.00	02.30			
Tue	23.00	02.30	<b><u>State any seasonal variations for the provision of late night refreshment</u></b> (please read guidance note 4)		
Wed	23.00	02.30			
Thur	23.00	02.30	<b><u>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</u></b> (please read guidance note 5) Between 11pm and 5am on New Years Eve into New Years Day. An extra hour on the day British Summer Time begins.		
Fri	23.00	02.30			
Sat	23.00	02.30			
Sun	23.00	02.30			



**M**

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 6)			<b>Will the supply of alcohol be for consumption (Please tick box)</b> (please read guidance note 7)	On the premises	<input type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 4)		
Mon	10.00	02.00			
Tue	10.00	02.00			
Wed	10.00	02.00			
Thur	10.00	02.00			
Fri	10.00	02.00			
Sat	10.00	02.00			
Sun	10.00	02.00			
			<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) From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day. An extra hour on the day when British Summer Time begins.		

**State the name and details of the individual whom you wish to specify on the licence as premises supervisor**

<b>Name</b> David Alan Mansbridge	
<b>Address</b> [REDACTED]	
<b>Postcode</b>	[REDACTED]
<b>Personal Licence number (if known)</b> 096455	
<b>Issuing licensing authority (if known)</b> Manchester City Council	

**N**

**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)**  
 Not applicable

**O**

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 6)			<b>State any seasonal variations</b> (please read guidance note 4)
Day	Start	Finish	
Mon	08.00	02.30	<p><b>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</b> (please read guidance note 5)          From the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.          An extra hour when British Summer Time begins.</p>
Tue	08.00	02.30	
Wed	08.00	02.30	
Thur	08.00	02.30	
Fri	08.00	02.30	
Sat	08.00	02.30	
Sun	08.00	02.30	

**P** Describe the steps you intend to take to promote the four licensing objectives:

**a) General – all four licensing objectives (b,c,d,e) (please read guidance note 9)**

Please see attached Operating Schedule and Policies

**b) The prevention of crime and disorder**

Please see attached Operating Schedule and Policies

**c) Public safety**

Please see attached Operating Schedule and Policies

**d) The prevention of public nuisance**

Please see attached Operating Schedule and Policies

**e) The protection of children from harm**

Please see attached Operating Schedule and Policies

Please tick yes

- I have made or enclosed payment of the fee
- I have enclosed the plan of the premises
- I have sent copies of this application and the plan to responsible authorities and others where applicable
- I have enclosed the consent form completed by the individual I wish to be premises supervisor, if applicable
- I understand that I must now advertise my application
- 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 4 – Signatures** (please read guidance note 10)

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

Signature	<i>Kait's LLP</i>
Date	<i>29 June 2022</i>
Capacity	APPLICANT'S SOLICITOR

**For joint applications signature of 2<sup>nd</sup> applicant 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	
Date	
Capacity	

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

KUIT STEINART LEVY LLP  
3 ST MARY'S PARSONAGE

Post town	MANCHESTER	Post code	M3 2RD
Telephone number (if any)	0161 838 7888		
If you would prefer us to correspond with you by e-mail your e-mail address (optional)			

## 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 the 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.

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**PROJECT OAST, TRINITY, LEEDS,  
OPERATING SCHEDULE**

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This Operating Schedule has been drafted having regard to the Leeds City Council Proforma Risk Assessment.

Staff shall be trained in the requirements of the Licensing Act 2003 with regard to the Licensing Objectives.

**A) The Prevention of Crime and Disorder**

1. A full CCTV system shall be maintained and operated at the premises with cameras positioned both internally and externally. ✓
2. Recorded CCTV images will be maintained and stored for a period of twenty-eight days and shall be produced to the Police or Licensing Authority upon request. ✓
3. Signage specifying that CCTV is in operation will be displayed. ✓
4. CCTV will be in operation at any time a person is in the premises. Where CCTV is recorded onto a hard drive system, any DVDs subsequently produced will be in a format so it can be played back on a standard PC or DVD player. ✓
5. Any person left in charge of the premises must be trained in the use of any such CCTV equipment, and be able to produce CCTV images to an officer from a responsible authority upon request. ✓
6. Plans indicating the position of CCTV cameras to be submitted to WYP prior to the premises opening. ✓
7. An appropriate number of SIA registered door staff shall be employed at the premises from 9pm onwards. A Risk Assessment shall be carried out to determine the number of door staff who shall be on duty each evening. ✓
8. A register of those door staff employed shall be maintained at the premises and shall include:
  - (i) the number of door staff on duty;
  - (ii) the identity of each member of door staff;
  - (iii) the times the door staff are on duty. ✓

SCANNED

9. Any person who appears to be intoxicated or who is behaving in a disorderly manner will not be allowed entry to the venue. Any person within the venue who appears to be intoxicated or who is behaving in a disorderly manner will be given care and consideration when being asked to leave the venue. ✓

10. The Premises Licence Holder will adopt a zero tolerance policy towards illegal drugs within the premises. ✓

11. Not to allow entry to the premises of any person who is notified to the DPS by WYP as being a person of bad character by way of association to other persons or by conviction of the Courts. ✓

12. Food shall be available until 22.00 daily. ✓

### **B) Public Safety**

1. A first aid box will be available at the premises at all times. ✓

2. The occupancy capacity of the premises shall be identified by way of a risk assessment in conjunction with the Fire Authority. ✓

3. The numbers and deployment of door staff shall be identified by way of Risk Assessment.

4. Regular safety checks shall be carried out by staff. ✓

5. Management shall liaise with the Fire Authority as necessary to ensure compliance with all necessary fire regulations.

6. The premises shall maintain an Incident Log. ✓

### **C) The Prevention of Public Nuisance**

1. Noise from amplified music shall not be such as to cause noise nuisance to the occupants of nearby premises. ✓

2. Waste collection services shall be facilitated by the Trinity central service system. ✓

3. A Dispersal Policy will be formulated and adhered to. ✓

4. A Queue Management Policy will be formulated and adhered to. ✓

5. Smokers will be directed to the designated smoking area. A Smoking Policy shall be formulated and adhered to. ✓

6. The exterior of the building shall be cleared of litter during non-operational hours prior to opening and whilst the premises is open. ✓

7. Notices will be positioned at the exits to the building requesting customers to leave in a quiet manner having regard to the occupants of nearby premises.
8. After 23.00 doors and windows at the premises are to remain closed whilst any form of regulated entertainment is taking place, save for access and egress.

#### **D) The Protection of Children From Harm**

1. A "Challenge 21" Policy shall be implemented and maintained at the premises.
2. All staff will be trained in the law regarding the sale of alcohol to underage persons. This training will be documented and repeated at six monthly intervals.
3. The venue will only accept photographic driving licences, passports, HM forces cards, National Identity cards or a form of identification with the "PASS" hologram.
4. A Refusals Log to record all attempts to purchase alcohol by those under 18 shall be kept on site and all refused sales recorded. The Refusals Log will be made available to the Police or other Responsible Authority on request.



PW

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**PROJECT OAST, TRINITY, LEEDS**

**SMOKING POLICY**

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1. A delineated smoking area will be provided for those patrons of the premises who wish to smoke.
2. The smoking area will be in range of the CCTV system.
3. No drinks will be permitted within the smoking area after 00.00 hours.
4. Management will ensure that a nominated member of staff will supervise the smoking area after 00.00 hours.
5. Suitable receptacles will be provided and maintained for the disposal of cigarette litter within the smoking area.
6. Signs will be displayed within the smoking area requesting customers keep noise to a minimum.
7. Patrons who disregard signage and /or verbal instructions may not be readmitted to the premises and may be barred from the premises in future.

SCANNED

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**PROJECT OAST, TRINITY, LEEDS**  
**OUTSIDE SEATING MANAGEMENT POLICY**

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An external seating area immediately adjacent to the premises will be provided to allow customers to drink and dine in a pleasant al fresco environment.

1. A designated member of staff will be employed to monitor the outside area whilst it is in use.
2. Waiter / waitress service will be provided. Members of staff will ensure that tables are cleared quickly, and all glass removed at regular intervals.
3. No open containers will be allowed to be taken for consumption from the outside seating area.
4. Drinking and dining use of the external seating area will cease at 00:00.
5. The area will be in range of the premises' CCTV system.

PM

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## PROJECT OAST, TRINITY, LEEDS

### DISPERSAL POLICY

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The purpose of this Dispersal Policy is to ensure, so far as it is possible, that minimum disturbance or nuisance is caused to our neighbours and to ensure that the operation of the premises makes the minimum impact upon the neighbourhood in relation to potential nuisance and anti-social behaviour. This will be achieved by exercising pro-active measures towards and at the end of the evening.

By ensuring that this Dispersal Policy document is brought to the attention of Management and Staff we will seek to encourage the efficient, controlled and safe dispersal of our patrons during our closing period.

1. Music – consideration will be given to the volume levels, type of music played coupled with the usage of lighting levels designed to encourage the gradual dispersal of patrons during the last part of the evening. ✓
2. At the end of the evening management and staff will assist with the orderly and gradual dispersal of patrons. ✓
3. Staff Members (including door personnel if any) will advise patrons to leave the premises quickly and quietly out of respect for our neighbours. ✓
4. Notices will be displayed requesting our customers to leave quietly and in an orderly manner out of consideration to neighbours and their attention will be drawn to these notices by members of staff. ✓
5. We will ensure the removal of all bottles and drinking receptacles from any patron before exiting the premises. ✓
6. We will actively discourage our customers from assembling outside the premises at the end of the evening. ✓
7. We will come to an arrangement with a private hire taxi firm whose telephone number will be provided to customers to use on the basis that such company will operate a ring back system and not sound horns when collecting their fare. Any patrons awaiting the arrival of a taxi will be encouraged to wait inside the premises. ✓
8. Consideration will also be given to staff departures. Staff will be instructed to leave the premises quietly and to request that any waiting taxis do not leave their engines running or sound their horns whilst waiting. ✓

(12)

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**PROJECT OAST, TRINITY, LEEDS**

**QUEUE MANAGEMENT POLICY**

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The purpose of this Policy is to ensure, so far as it is possible, that those customers visiting the premises can enjoy the venue in a safe and secure environment.

This will be achieved by exercising pro-active measures as customers enter the premises.

By ensuring that this Policy document is brought to the attention of Door Supervisors (when employed), Management and Staff we will seek to encourage the safe running of the premises.

1. Staff will monitor any queuing for entry to the premises and ensure so far as is possible that any noise emanating from queuing patrons is kept to a minimum. ✓
2. At least one CCTV camera will be positioned at the entrance to the premises to capture images of all customers entering or leaving. ✓
3. Any person who tries to gain entry to the premises and appears intoxicated or who is involved in disorderly conduct shall be denied access to the premises. ✓

10.1.2017



Consent of individual to being specified as Designated Premises Supervisor

I David Alan MANSBRIDGE

Of [redacted]  
[redacted]

.....

My date of birth is: 23<sup>rd</sup> October 1968

I was born in: London

Contact telephone number: 01565 631234 or 07917 187496

Hereby confirm that I give my consent to being specified as the Designated Premises Supervisor in relation to the application for

Application to change the Designated Premises Supervisor  
[type of application]

relating to a Premises Licence  
Premises Licence] *not yet agreed* [number of existing

for *Project Coast*  
*Unit 2.42 Trinity*  
*Beer Cave*  
*Leeds*

.....  
[name and address of premises to which the application relates]

SCANNED

and any Premises Licence to be granted or varied in respect of this application made by

New World Pub Company (Leeds) Ltd

concerning the supply of alcohol at

Project Cost

Trinity  
Leeds

.....  
[name and address of premises to which the application relates]

) I also confirm that I am ~~applying for/intend to apply for~~ / currently hold a Personal Licence, details of which I set out below.

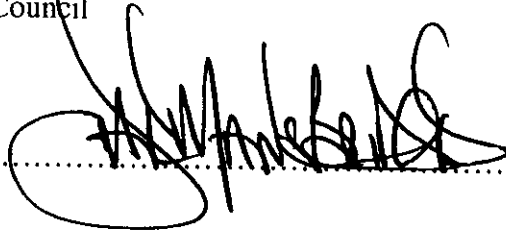
Personal Licence number

096455

Personal Licence Issuing Authority

Manchester City Council

Signed: .....



) Name (please print) David Alan MANSBRIDGE.....

Date: ... 26<sup>th</sup> June 2012.....

SCANNED