

*Leeds District Licensing*



**Leeds District Licensing Department**  
West Yorkshire Police,  
Leeds District Headquarters,  
Elland Road,  
Leeds  
LS11 8BU

Mob: [REDACTED]  
Email: [REDACTED]

Your ref:  
Our ref:

8<sup>th</sup> February 2024

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

**Cc: Lewis Cuddy, [REDACTED]**

**RE: Against the Grain, Unit 1, Regency House, Kirk Lane, Yeadon, Leeds LS19 7EP**

**APPLICATION FOR A PREMISES LICENCE – LICENSING ACT 2003:  
POLICE – LETTER OF REPRESENTATION – ‘QUALIFIED’ OBJECTION:**

West Yorkshire Police are of the opinion that the application contains insufficient information about how the applicant intends to meet the licensing objectives.

We therefore confirm that we are submitting a formal representation against the application on the grounds of-:

1. the prevention of crime & disorder
2. public safety

**NOT PROTECTIVELY MARKED**

## NOT PROTECTIVELY MARKED

However, we are of the opinion that the licensing objectives could be met should the applicant be prepared to incorporate certain identified measures within their operating schedule as additional conditions.

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 the application.

Should the applicant be in agreement with the suggested measures then they should 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 their consent at **Part 2**, it will be taken that the applicant signify their wishes for the licensing authority to amend their operating schedule to incorporate the proposed measures as conditions.

Alternatively should the applicant disagree with the proposed measures, then they should 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 the applicant may have already offered), for the premises:-

#### **Against the Grain, Unit 1, Regency House, Kirk Lane, Yeadon, Leeds LS19 7EP**

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
- the pro
- the protection of children from harm

A suitable closed circuit Television (CCTV) system will be in operation at the premises at all times when it is being used for the provision of licensable activities and/or when members of the public are permitted to be on the premises. The CCTV system will record images to cover all areas of the premises to which the public have access (save for toilets), including any external areas of the premises such as car parks and outside areas / gardens. The CCTV system will be of good quality and will contain the correct time and date stamp information. The CCTV system and images will be kept in a secure environment to which members of the public will not be permitted access. At least one member of staff will be on duty at the premises at all times who is capable of operating the system and downloading images recorded by it. These images will be downloaded and provided, on request, to an officer of a responsible authority.

A weekly check of the CCTV system is to be carried out to ensure it is fully operational and retaining images for 31 days. These checks will be logged and produced for inspection immediately when requested by an officer of a Responsible Authority.

A register shall be maintained on the premises to record all incidents and accidents. Records should include matters

NOT PROTECTIVELY MARKED

## NOT PROTECTIVELY MARKED

such as anti-social behaviour, admission refusals, ejections, seizure of prohibited items, casualties/unwell customers, welfare and safeguarding matters, accidents, and safety incidents. The records shall include the date, time, and location of the incident; nature of the incident; personal details and contact information for all people involved including any witnesses, SIA and Personal Licence numbers, any crime number and details of police officers attending. A note of the action taken, and where relevant a note of the actions to prevent any reoccurrence should also be included. The records shall be available for inspection by any authorised officer of the responsible authorities and shall be securely retained by the licence holder for a period of 12 months after the last entry. The incident log shall be in bound register with consecutively numbered pages.

Staff training shall take place at regular intervals with regards to licensable activities. Training records will be signed off by staff and retained on the premises for a period of 12 months. Training records will be produced immediately upon the request of an officer from a Responsible Authority,

All staff deployed in the serving of alcohol and for managing admission to age restricted premises shall be trained on the correct procedures for age verification, the prevention of proxy sales, the prevention of sales to those who appear intoxicated and for dealing with false and any surrendered identification documents.

There shall be a register for the recording of all alcohol sale refusals, including attempted under-age sales, proxy sales and refusals to those who appear intoxicated. Details to be recorded shall include the date, time, name if known, physical description of the person, the reasons, and staff involved and whether CCTV of the incident is available. Any identification document coming into the possession of a member of staff including security staff shall be recorded in the register, including the name of the person/name on the identification document. The register shall be available for immediate inspection by any authorised officer of the responsible authorities and shall be securely retained by the licence holder for a for a period of 12 months from the date of the last entry. The licence holder shall provide secure storage for identification documents and a system for safe disposal, which may include returning to the originating organisation, e.g. DVLA/HM passport office.

The DPS/PLH shall risk assess the need for SIA registered door staff and the number of SIA door staff required. Any door staff employed will be required to sign in a security register. The register shall include for each individual: full legible name; SIA registration number; the date and times they commenced and finished duty; and verification by the individual in the form of their signature. This register shall be available for inspection by any authorised officer of the responsible authorities and shall be securely retained by the premises licence holder or nominated person for a period of 12 months from the date of the last entry.

Patrons are not permitted to remove drinks in open bottles/glasses or other open vessel from the licensed premises.

A suitable purpose-made receptacle for the safe retention of illegal substances shall be provided and arrangements made for the safe disposal of its contents as agreed with West Yorkshire Police.

Seating for 30 people shall be maintained in the main room and 26 seats in the back room at all times the premises is open to the public.

Children must vacate the premises by 1900 hrs unless they are attending the premises for a private event/ booking.

Food will be available for purchase between 1100 hrs and 2300 hrs.

West Yorkshire Police are satisfied that the proposed measures are not adequately dealt with by other legislation.

NOT PROTECTIVELY MARKED

## **NOT PROTECTIVELY MARKED**

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.

  
Leeds District Licensing Officer

### **PART 2 – to be completed by the applicant or applicant’s representative:**

Consent for all proposed control measures / conditions under the Licensing Act 2003.

**NOT PROTECTIVELY MARKED**

**NOT PROTECTIVELY MARKED**

Name & Address of Premises:

**Against the Grain, Unit 1, Regency House, Kirk Lane, Yeadon, Leeds LS19 7EP**

**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**

**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:

**Against the Grain, Unit 1, Regency House, Kirk Lane, Yeadon, Leeds LS19 7EP**

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.

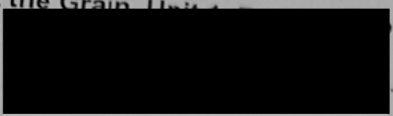
**Signed:**

**Dated:**

NOT PROTECTIVELY MARKED

Against the Grain Unit  
use, Kirk Lane, Yeadon, Leeds LS19 7EP

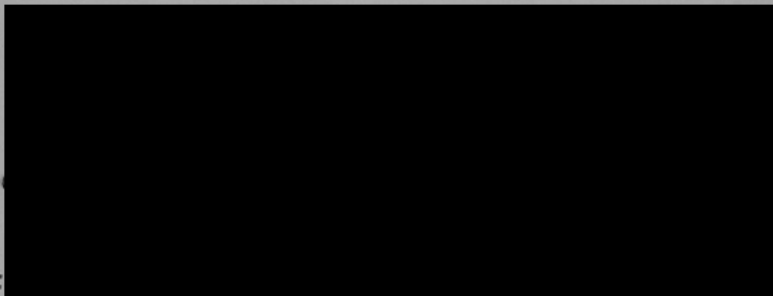
I / We ...



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:

0 2 2 0 1

NOT PROTECTIVELY MARKED