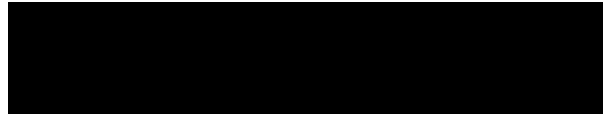


Leeds District Licensing



Department

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



Your ref:
Our ref:

8th March 2024

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

Cc: Woods Whur, St James House, 28 Park Place, Leeds LS1 2 SP

RE: Catch, 9 Weetwood Lane, Weetwood, Leeds LS16 5LT

**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
3. the prevention of public nuisance

NOT PROTECTIVELY MARKED

NOT PROTECTIVELY MARKED

4. the protection of children from harm

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-:

Catch, 9 Weetwood Lane, Weetwood, Leeds LS16 5LT

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
- prevention of public nuisance
- protection of children from harm

The CCTV shall be checked weekly to ensure it is working correctly and a log maintained of those checks. This log will be kept on the premises for a 12 month period and produced for inspection when requested to do so by an authorised officer.

The premises licence holder and/or designated premises supervisor 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 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 retained for a period of twelve months and produced for inspection immediately on the request of an authorised officer.

NOT PROTECTIVELY MARKED

NOT PROTECTIVELY MARKED

The premises shall be and remain predominantly food led.

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.

Staff training will take place at regular intervals. Training records are to be endorsed by staff, retained on the premises for a 12 month period and produced for inspection immediately upon the request of an authorised officer.

Notices indicating the existence and effect of a Public Spaces Protection Order (PSPO) shall be prominently displayed at the exits to the licensed premises site, including any external drinking area, which can be clearly seen by people leaving.

All people involved in the delivery of alcohol, be this the premises licence holder/designated premises supervisor, employees or third party courier, shall at the point of delivery be satisfied that the person to whom the alcohol is being delivered is 18 years and over. If at any point of the process acceptable photographic age verification documents cannot be produced, the delivery shall be refused, and alcohol returned to the licensed premises.

Deliveries shall only to be made to bona fide business/commercial addresses or private residences and not to any public/open spaces (e.g. car parks, street corners, bus stops, public parks).

Deliveries shall be refused to any person who is, or who appears to be under the influence of alcohol or drugs and the alcohol shall be returned to the licensed premises.

The licence holder/designated premises supervisor shall ensure that only the alcohol items specified on orders processed for despatch are loaded onto delivery vehicles, and no surplus stock shall be carried on vehicles.

With regards to all third-party couriers used to provide the delivery of alcohol, the premises licence holder/designated premises supervisor shall have a contractual arrangement with each third party to be satisfied that the promotion of the licensing objectives and terms of the premises licence are complied with at all times, with particular attention to the point of delivery.

Hackney Carriages or Private Hire vehicles shall not be used for deliveries under any circumstances.

The premises licence holder/designated premises supervisor shall keep records of or have access to all alcohol orders. Records shall include for each order: the full name and address of who made the order; age verification at point of order; any refusals made at the point of order; the items ordered; the date and time of the despatch; details of the delivery provider/driver; the date and time of delivery; the full postal delivery address; the name and date of birth of the person receiving the order; detail of identification/proof of age documents received; details of any refusals at the point of delivery including reasons. Records shall be retained at the licensed premises for a period of 12 months and be produced on request for inspection by a police officer or an authorised person of the licensing authority.

The premises licence holder/designated premises supervisor shall adopt a 'Challenge 25' age verification policy that shall be applied at the point of order, sale and on delivery.

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

NOT PROTECTIVELY MARKED