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## **Premises Licence**

### **Appendix A**

#### **Part A Schedule 12 Licensing Act 2003**

##### **Part 1 – Premises Details**

##### **Postal address of premises, or if none, ordnance survey map reference or description**

Club Atomic, 156 Briggate, Leeds, LS1 6LY

##### **Licensable activities authorised by this licence**

Sale by retail of alcohol, Provision of late night refreshment, Performance of live music, Performance of recorded music,

##### **Times the licence authorises the carrying out of licensable activities**

###### *Sale by retail of alcohol*

Monday to Thursday	11:30 - 23:00
Friday & Saturday	11:30 - 00:00
Sunday	12:00 - 22:30

###### *Provision of late night refreshment*

Friday & Saturday	23:00 - 00:00
Location of activity:	Indoors

###### *Performance of live music*

Friday & Saturday	23:00 - 00:00
Location of activity:	Indoors

###### *Performance of recorded music*

Friday & Saturday	23:00 - 00:00
Location of activity:	Indoors

##### **Opening hours of the premises**

Monday to Thursday	08:00 - 23:00
Friday & Saturday	08:00 - 00:00
Sunday	08:00 - 22:30

Alcohol is sold for consumption on the premises

**Part 2**

**Name, (registered) address, telephone number and email (where relevant) of holder of premises licence**



Current Email Address:



**Registered number of holder, for example company number, charity number (where applicable)**

Registered business number:



**Name, address and telephone number of designated premises supervisor where the premises licence authorises for the supply of alcohol**

Ryan Mellor Davis

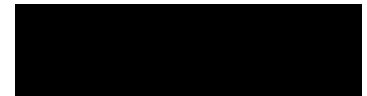


**Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol**

Personal licence number:



Licensing authority:



Licence issued under the authority of Leeds City Council



MRS EMMA WHITE  
Licensing Officer  
Entertainment Licensing  
Elections, Licensing and Registration

## Annex 1 – Mandatory Conditions

1. Only individuals licensed by the Security Industry Authority may be used at the premises to guard against:-
  - a. unauthorised access or occupation (e.g. through door supervision), or
  - b. outbreaks of disorder, or
  - c. damage
2. No supply of alcohol may be made under this licence
  - a. At a time when there is no designated premises supervisor in respect of the premises licence, or
  - b. At a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.
3. Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.
4. The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.

In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises -

- a. games or other activities which require or encourage, or are designed to require or encourage individuals to -
    - i. drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
    - ii. drink as much alcohol as possible (whether within a time limit or otherwise);
  - b. provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
  - c. provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
  - d. selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorize anti-social behaviour or to refer to the effects of drunkenness in any favourable manner.
  - e. dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).
5. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
  6. The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.

The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.

The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either -

- a. a holographic mark, or
- b. an ultraviolet feature.

7. The responsible person must ensure that -

- a. where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures:
  - i. beer or cider: ½ pint;
  - ii. gin, rum, vodka or whisky: 25 ml or 35 ml; and
  - iii. still wine in a glass: 125 ml;
- b. these measures are displayed in a menu; price list or other printed material which is available to customers on the premises; and
- c. where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.

8. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.

For the purposes of the condition set out in paragraph 1 of this condition -

- a. "duty" is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;
- b. "permitted price" is the price found by applying the formula  $P = D + (D \times V)$  where -
  - i. P is the permitted price,
  - ii. D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
  - iii. V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
- c. "relevant person" means, in relation to premises in respect of which there is in force a premises licence -
  - i. the holder of the premises licence,
  - ii. the designated premises supervisor (if any) in respect of such a licence, or
  - iii. the personal licence holder who makes or authorises a supply of alcohol under such a licence;
- d. "relevant person" means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and
- e. "value added tax" mean value added tax charged in accordance with the Value Added Tax Act 1994.

Where the permitted price given by Paragraph (b) of paragraph 2 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.

1. Sub-paragraph 2 applies where the permitted price given by Paragraph (b) of paragraph 2 on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change to the rate of duty or value added tax.
2. The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

## **Annex 2 – Conditions consistent with the operating schedule**

### **General – All four licensing objectives**

9. The area marked blue on the plan forms part of the premises and denotes the area for the consumption of alcohol.

### **The prevention of crime and disorder**

10. There will be an agreed dispersal policy with West Yorkshire Police.
11. 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.
12. The CCTV system will cover the main entrance/s and exits and designated emergency egress routes from the premises.
13. The CCTV system will be of a satisfactory resolution quality which will enable the identification of persons and activities, and other fine details such as vehicle registration number plates.
14. The CCTV system will contain the correct time and date stamp information.
15. The CCTV system will have sufficient storage retention capacity for a minimum of 31 days' continuous footage which will be of good quality.
16. The CCTV footage will be controlled and kept in a secure environment to prevent tampering or unauthorised viewing. A record will be kept of who has accessed the system, the reason why and when.
17. The CCTV system will cover all areas of the premises occupied by the public the terms of the licence, include corridors and stairways (excluding WCs and changing rooms).
18. 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.
19. 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.
20. Should door staff be deployed the Premises Licence Holder (PLH)/Designated Premises Supervisor (DPS) will ensure that a 'Daily Record Register' is maintained on the premises by the door staff.
21. The Daily Record Register will contain consecutively numbered pages, the full name and registration number of each person on duty, the employer of that person and the date and time he/she commenced duty and finished duty (verified by the individual's signature).

22. The Daily Record Register will be retained on the premises for a period of twelve months from the date of the last entry.
23. The premises licence holder/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.
24. 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.
25. A suitable purpose-made receptacle for the safe retention of illegal substances will be provided and arrangements made for the safe disposal of its contents as agreed with West Yorkshire Police or British Transport Police.
26. The Incident Report Register will be produced for inspection immediately on the request of an authorised officer.
27. Drinks, open bottles and glasses will not be taken from the premises at any time except for when being taken in to any outside designated area covered by the appropriate authorisation, e.g. a street café licence.
28. Empty bottles and glasses will be collected regularly and promptly. Glass and other sharp objects will be stored and disposed of safely using suitable receptacles. Receptacles will be secured and not accessible to the customers.
29. Licensees staff will ask for proof of age for people appearing to be under 21 years of age.
30. Exclusion of people and refusal of sale to people who have had too much to drink.

### **Public Safety**

31. Before opening to the public, checks will be undertaken to ensure all access to the premises are clear for emergency vehicles. Regular checks will be undertaken when the premises are open.
32. Written records of all accidents and safety incidents involving members of the public will be kept. These will be made available at the request of an authorised officer.
33. A suitably trained and competent person must ensure regular safety checks of the premises including decorative and functional fixtures, floor surfaces and equipment (including electrical appliances) to which the public may come into contact are undertaken. Records of these safety checks must be kept and made available for inspection by an authorised officer.
34. During opening hours the cellar door must be kept locked or adequately supervised to prevent unauthorised access by the public.
35. Electrical installations will be inspected on a periodic basis (at least every 3 years or at a frequency specified in writing) by a suitably qualified and competent person. If used, any temporary electrical wiring and distributions will also be inspected. Inspection records/certificates will be kept. These will be made available at the request of an authorised officer.
36. Safety glass that is impact resistant should be used wherever possible in all areas where the public may come into contact with it. Where it is not used in public areas, glazing should be shielded to protect it from impact.

37. A written spillage policy will be kept to ensure spillages are dealt with in a timely and safe manner.
38. A suitably trained First Aider or appointed person will be provided at all times when the premises are open.
39. Adequate and appropriate First Aid equipment and materials will be available on the premises.
40. Evacuation procedure.
41. Constant safety checks (exit doors, fire alarm etc.).
42. Regular checks on all appliances.
43. First aid and trained staff always available.
44. Procedure for dealing with unwell (intoxicated) customers.
45. Constant training of staff.

### **The prevention of public nuisance**

46. Noise from a licensable activity at the premises will be inaudible at the nearest noise sensitive premises.
47. The Premises Licence Holder (PLH)/Designated Premises Supervisor (DPS) will ensure patrons using the outside area do so in manner which does not cause disturbance to nearby residents and business in the vicinity. Patrons will not use such areas after 23.00 hours, except for patrons to be able to smoke outside (there shall be no consumption of beverages) until the premises close.
48. No bottles shall be placed in the external receptacle after 23:00 hours to minimise noise disturbance to adjoining properties.
49. Ensure that the rating level of noise from plant and machinery is no higher than 5dB below the lowest background level at the most affected noise sensitive premises during the operation of the plant. Plant and machinery shall be regularly serviced and maintained to continue to meet the rating level.
50. Ensure that the premises are operated so as to prevent the emission of odours which are a nuisance at nearby premises or to persons in the immediate area.
51. All alcohol waste and litter will be stored in bins ready to be collected.

### **Protection of children from harm**

52. Relevant checks on potential staff.
53. Corresponding signs indicating proof of age may be required.

### **Annex 3 – Conditions attached after a hearing by the licensing authority**

None

### **Annex 4 – Plans**

The plans for these premises are as those submitted with the application. A copy of which is held by Leeds City Council licensing authority.

The plans for these premises are as those submitted with the minor variation application on 28th September 2015 and referenced; 2015/AUG/06. A copy of which is held by Leeds City Council licensing authority.