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Supplementary Information

Licensing Sub Committee 24th August 2020

Item 6 - Application for the grant of a premises licence for The Dockside,
Leeds Dock, Hunslet, Leeds, LS10 1EG

Additional information submitted by the applicant

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WITNESS STATEMENT OF STEPHEN BICKERS

1. My name is Stephen Bickers and I am an Associate Director at All Plus Management. We manage the Leed Dock Area owned by Allied London. I make this statement in support of the application made by Allied London One Limited for a new premises licence for The Dockside, a café/bar to be constructed within the public realm area at Leeds Dock; and in response to the representations received against this.

Background

2. Allied London bought the long leasehold interest in the Leeds Dock estate in 2012.
3. From the outset, the intention has been to create a vibrant and attractive mixed use area – a space for commercial, residential and leisure uses to operate side by side. Indeed, the scheme was intended to be mixed use even before Allied's involvement, with the scheme involving multiple retail/leisure units under the previous owners' proposals, as far back as 2007/2008.
4. As such, whilst we absolutely acknowledge that there is a very significant residential community within Leeds Dock, we would take issue with its characterisation as a solely residential area.
5. Indeed, the area is located less than a mile from the central train station in Leeds, and within the vicinity are a number of leisure/licensed premises, including a Holiday Inn and the Royal Armouries events and conference centre which have licences permitting significantly longer hours than those sought in this application (as well as the existing Casino licence which has far extended hours).
6. The proposal under this application is for a new bar to be constructed within the public realm space at Leeds Dock. This is an exciting new construction project to be

developed through the use of shipping containers. It will create a unique space which will be based within the public realm but also cantilever over the water.

7. We hope that it will be an attractive and welcome addition to the area, and provide an attractive hospitality offering that local residents will enjoy.

Premises Licence Application

8. Our application initially sought later hours than those which are now the subject of this application. The initial application sought hours from 10:00 – 23:00 Sunday to Wednesday and 10:00 – 01:00 Thursday to Saturday, all with 30 minutes dispersal and with a 23:00 cut off for use of the external area (save for smokers).
9. Following the end of the consultation period we reviewed the representations received from local residents who, as I acknowledge above, occupy a significant proportion of the space within Leeds Dock. In light of this, we discussed the amendments that we could make to the application, and agreed that, as requested by a number of the objectors, and specifically by Councillor Wray, we would amend to 10:00 – 23:00 daily, plus 30 minutes dispersal and with a 22:00 cut off for use of the external area (save for smokers).
10. I believe that this is a reasonable compromise and that the grant of the premises licence to these hours would be sensible and proportionate within the context of the area. I am pleased that Cllr Wray, and a number of other objectors, have seen fit to withdraw their objections on this basis.
11. However, I understand that there are remaining objections, and as such I would like to take this opportunity to provide a little more information, which will hopefully be of comfort in terms of their continuing concerns.

Proposed Style of Operation

12. I am aware that concerns have been raised with regard to a third party operating this venue, with reference being made to historic issues. These refer to the operation of Dock 29, a unit directly under residential premises, and to its operation by an external company some 3 years ago.

13. Following issues here, the operator was replaced, and I have worked hard to develop a good relationship with residents in the area. Following the licence application for Dock 29 to licence the space for a new operator, I ensured that local residents had my contact details and knew that they could contact me at any time.
14. This remains the case, and I take overall responsibility for the operation of this café/bar, hence the application being made in Allied's name. However, as our expertise is in property, we naturally need a third party to operate this unit on the ground.
15. We understand the importance of getting the right operator here, and are therefore delighted to be working with We Pop on this. We Pop deliver both events and pop-up operations of various different sizes and types. For example, they are currently operating The Lawn Club, a pop up bar within Spinningfields in Manchester, a similarly mixed use city centre development.
16. We pop will not be delivering an events focussed business here, but a pop up café/bar/community space which they hope will be an asset to the area. The premises will deliver a premium food and drink offering, for example partnering with a local brewery to offer a range of home grown craft beers.
17. There will be equal emphasis on daytime trade and evening trade – with coffees and lunches offered, and space for hot-desk working; as well as dinners and cocktails, and evening events such as weekly quiz nights and free to use board games. We Pop hope that the premises will be used by those working in the office spaces around Leeds Dock, and as a community hub by the residents living within it.
18. They understand the concerns that some residents have with regards to this, and as such they have worked with us in terms of agreeing the reduction in hours detailed above, and in putting together a comprehensive operating schedule and set of policies to ensure that the premises does not operate in such a way as to cause a nuisance.
19. They fully understand that it is entirely in their interests to work with and exist in harmony with the numerous residents in the area, and are fully committed to doing so going forward if this application is granted.

OPERATING SCHEDULE

A) The Prevention of Crime and Disorder

1. A 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 thirty-one days and shall be produced to the Police or Licensing Authority upon request.
3. 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.
4. 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.
5. SIA registered door staff shall be employed at the premises, in accordance with a risk assessment, to be carried out by the DPS. When employed, door staff will wear high visibility armbands.
6. When employed, 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.
7. Open containers of alcohol shall not be removed from the premises, save for consumption in any delineated external area for the use of customers of the premises.
8. Staff will be trained in the requirements of the Licensing Act 2003 with regard to the licensing objectives, the laws relating to under age sales and the sale of alcohol to intoxicated persons, and that training shall be documented and repeated at 6 monthly intervals.
9. A refusals book will be maintained at the premises, and made available to an officer of a responsible authority upon request.
10. A supervisors register will be maintained at the premises, showing the names, addresses and up-to-date contact details for the designated premises supervisor and all personal licence holders.
11. The supervisors register will state the name of the person who is in overall charge of the premises at each time that licensed activities are carried out, and this information will be retained for a period of twelve months and produced for inspection on request to an authorised officer.
12. An incident report register will be maintained at the premises. The incident report register will contain consecutively numbered pages, the date, time and location of any 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 incident and/or crime number (if any) and the names and addresses of any witnesses and confirmation of whether there is CCTV footage of the incident.
13. The incident report register will be produced for inspection immediately on the request of any authorised officer and will be retained on the premises for a period of twelve months from the date of the last entry.

B) Public Safety

1. A first aid box will be available at the premises at all times.
2. Regular safety checks shall be carried out by staff.
3. Management shall liaise with the Fire Authority as necessary to ensure compliance with all necessary fire regulations.
4. The premises shall maintain public liability insurance.

C) The Prevention of Public Nuisance

1. Noise from amplified music or voices shall not be such as to cause a noise nuisance to occupants of nearby premises.
2. No noise shall emanate from the premises nor vibration be transmitted through the structure of the premises which gives rise to a nuisance.
3. The exterior of the building shall be cleared of litter at regular intervals.
4. Notices will be positioned at the exits to the building and exits to the external area requesting customers to leave in a quiet manner.
5. A Smoking Policy and Dispersal Policy will be implemented and adhered to (see attached).
6. Doors and windows at the premises are to remain closed after ~~11pm~~9pm, save for access and egress.
7. The emptying of bins into skips, bottles into any external receptacle and refuse collections will not take place between 11pm and 7am.
- ~~8.~~ There shall be no external loudspeakers.
- ~~8-9.~~ The premises licence holder shall ensure that external areas are clearly delineated and that patrons use the external areas in a manner which does not cause disturbance to nearby residents and businesses in the vicinity.
- ~~9-10.~~ The activities of persons using the external areas shall be monitored regularly, and customers shall be reminded to have regard to the needs of local residents and to refrain from shouting and anti social behaviour etc. when necessary.
- ~~10-11.~~ Patrons shall not use the external areas (save for smoking) after ~~10~~4pm daily.

D) The Protection of Children From Harm

1. A "Challenge 25" Policy shall be implemented in full and appropriate identification sought from any person who appears to be under the age of 25. The only acceptable forms of ID are photographic driving licences, passports, HM forces warrant cards, EU/EEA national ID card or similar document or a form of identification with the "PASS" hologram.
2. Staff training will include the Challenge 25 Policy and its operation. In particular, staff shall be trained to take such action as is necessary to prevent the sale of alcohol to persons over the age of 18 where those customers are engaged in the distribution of alcohol to persons under the age

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of 18. The training must be given to a new member of staff before they commence employment and all staff must receive refresher training every 6 months.

3. Notices advising what forms of ID are acceptable must be displayed.
4. Notices must be displayed in prominent positions indicating that the Challenge 25 policy is in force.

Leeds Dock

Noise Control Procedure

The following procedure is to be conducted if there are ANY events taking place on the Estate.

The procedure is also to be followed weekly Thursdays – Saturdays 18:00 – 00:00 to monitor noise levels from the Outdoor Seating Areas during the peak night time economy trading times.

The security team is responsible for ensuring that the report is completed correctly in full, and submitted promptly to the Team Supervisor.

The security team is responsible for monitoring, logging, and controlling the noise levels across the Estate, highlighting and resolving any issues effectively and proactively. The Team Supervisor is responsible for ensuring checks are assigned to and completed by Estate Officers in each area every 60 minutes, following **Decibel Monitoring & Noise Level Locations**.

The security team must ensure that the **Leeds Dock Estate Noise Control Report** is completed and sent to the Helpdesk and Estate and security management teams each day. Any readings taken above 65db are to be challenged and reduced to below 65db. All details are to be logged and sent to the Helpdesk, Estate and Security management team.

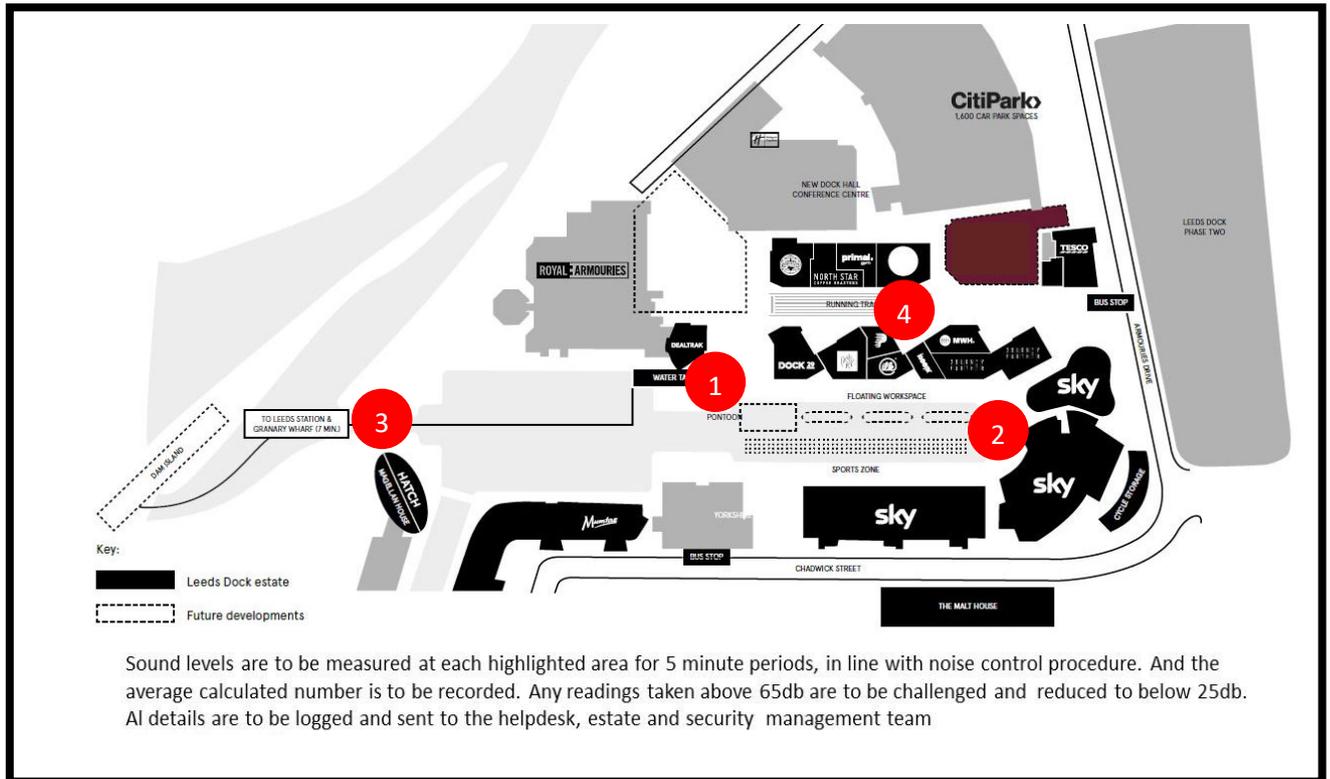
If for any reason a decibel reader is not available to use, it is to be measured by the following

1. No sound
2. Distant sound
3. Ambient sound
4. Loud

Any sound described as Loud should be challenged and reduced to an **ambient sound** level. All details are to be logged and sent to the Helpdesk, Estate and Security management team.

Any ad-hoc complaint of loud noise on the estate should be challenged and reduced to an **ambient sound** level. All details are to be logged through an incident report as normal.

Leeds Dock



Leeds Dock Estate Noise Control Report Template

Date: **Insert Date**

Event(s): **State event name as applicable or state "estate noise levels"**

Decibel Measurement Check sheet								
Location 1: Dockside - Canary								
Time of Check	19:00	20:00	21:00	22:00	23:00	00:00	01:00	
Average Reading								
Officer Initials								
Location 2: Dockside - Sky								
Time of Check	19:00	20:00	21:00	22:00	23:00	00:00	01:00	
Average Reading								
Officer Initials								
Location 3: Dockside – Magellan House								
Time of Check	19:00	20:00	21:00	22:00	23:00	00:00	01:00	
Average Reading								
Officer Initials								
Location 4: The Boulevard								
Time of Check	19:00	20:00	21:00	22:00	23:00	00:00	01:00	
Average Reading								
Officer Initials								