



LICENSING SUB-COMMITTEE

MEETING TO BE HELD IN CIVIC HALL, LEEDS ON
TUESDAY, 11TH JULY, 2023 AT 10.00 AM

MEMBERSHIP

Councillors

S Holroyd-Case - Ardsley and Robin Hood;
S Hamilton - Moortown;

Third Member to be confirmed

Please do not attend the meeting in person if you have symptoms of Covid-19 and please follow current public health advice to avoid passing the virus onto other people.

**Enquiries specific to
Entertainment Licensing:**

**Matthew Nelson
Tel No: 0113 37 85337**

**Agenda compiled by:
Governance and Scrutiny
Support
Civic Hall
LEEDS LS1 1UR
Tel No: 0113 37 88657**

CONFIDENTIAL AND EXEMPT ITEMS

The reason for confidentiality or exemption is stated on the agenda and on each of the reports in terms of Access to Information Procedure Rules 9.2 or 10.4(1) to (7). The number or numbers stated in the agenda and reports correspond to the reasons for exemption / confidentiality below:

9.0 Confidential information – requirement to exclude public access

9.1 The public must be excluded from meetings whenever it is likely in view of the nature of the business to be transacted or the nature of the proceedings that confidential information would be disclosed. Likewise, public access to reports, background papers, and minutes will also be excluded.

9.2 Confidential information means

- (a) information given to the Council by a Government Department on terms which forbid its public disclosure or
- (b) information the disclosure of which to the public is prohibited by or under another Act or by Court Order. Generally personal information which identifies an individual, must not be disclosed under the data protection and human rights rules.

10.0 Exempt information – discretion to exclude public access

10.1 The public may be excluded from meetings whenever it is likely in view of the nature of the business to be transacted or the nature of the proceedings that exempt information would be disclosed provided:

- (a) the meeting resolves so to exclude the public, and that resolution identifies the proceedings or part of the proceedings to which it applies, and
- (b) that resolution states by reference to the descriptions in Schedule 12A to the Local Government Act 1972 (paragraph 10.4 below) the description of the exempt information giving rise to the exclusion of the public.
- (c) that resolution states, by reference to reasons given in a relevant report or otherwise, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

10.2 In these circumstances, public access to reports, background papers and minutes will also be excluded.

10.3 Where the meeting will determine any person's civil rights or obligations, or adversely affect their possessions, Article 6 of the Human Rights Act 1998 establishes a presumption that the meeting will be held in public unless a private hearing is necessary for one of the reasons specified in Article 6.

10.4 Exempt information means information falling within the following categories (subject to any condition):

- 1 Information relating to any individual
- 2 Information which is likely to reveal the identity of an individual.
- 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information).
- 4 Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or officer-holders under the authority.
- 5 Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
- 6 Information which reveals that the authority proposes –
 - (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
 - (b) to make an order or direction under any enactment
- 7 Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime

A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p style="text-align: center;"><u>PRELIMINARY PROCEDURES</u></p> <p>ELECTION OF THE CHAIR</p> <p>To seek nominations for the election for the position of Chair.</p>	
2			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 15.2 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded)</p> <p>(*In accordance with Procedure Rule 15.2, written notice of an appeal must be received by the Head of Governance and Scrutiny Support at least 24 hours before the meeting)</p>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
3			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1) To highlight reports or appendices which:</p> <p>a) officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>b) To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>c) If so, to formally pass the following resolution:-</p> <p>RESOLVED – That the press and public be excluded from the meeting during consideration of those parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information</p> <p>2) To note that under the Licensing Procedure rules, the press and the public will be excluded from that part of the hearing where Members will deliberate on each application as it is in the public interest to allow the Members to have a full and frank debate on the matter before them.</p>	
4			<p>LATE ITEMS</p> <p>To identify any applications as late items of business which have been admitted to the agenda for consideration</p> <p>(the special circumstances shall be identified in the minutes)</p>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
5			<p>DECLARATION OF INTERESTS</p> <p>To disclose or draw attention to any interests in accordance with Leeds City Council's 'Councillor Code of Conduct'.</p> <p><u>HEARINGS</u></p>	
6	Temple Newsam		<p>TEMPORARY EVENT NOTICE FOR HALTON MOOR AMATEUR BOXING CLUB, CARTMELL DRIVE, HALTON, LEEDS, LS15 0DE</p> <p>To consider the report of the Chief Officer, Elections and Regulatory, on a Temporary Event Notice (TEN) which has been received by the Licensing Authority in respect of an event at Halton Moor Amateur Boxing Club, Cartmell Drive, Halton, Leeds, LS15 0DE. West Yorkshire Police have served an Objection Notice to the Temporary Event Notice on the grounds of the prevention of crime and disorder and Members of the Licensing Sub Committee are asked to consider the Temporary Event Notice and the Objection Notice.</p> <p><u>Third Party Recording</u></p> <p>Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda.</p> <p>Use of Recordings by Third Parties – code of practice</p> <ol style="list-style-type: none"> a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title. b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete. 	7 - 30

Item No	Ward/Equal Opportunities	Item Not Open		Page No
			<p>'We strive to ensure our public committee meetings are inclusive and accessible for all. If you are intending to observe a public meeting in-person, please advise us in advance of any specific access requirements that we need to take into account by email (FacilitiesManagement@leeds.gov.uk). Please state the name, date and start time of the committee meeting you will be observing and include your full name and contact details'.</p>	



Report author: Mr Martyn Musson

Tel: 0113 378 5029

Report of the Chief Officer Elections and Regulatory

Report to the Licensing Sub Committee

Date: Tuesday, 11th July 2023

Subject: Temporary Event Notice for Halton Moor Amateur Boxing Club,
Cartmell Drive, Halton, Leeds, LS15 0DE

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Temple Newsam		
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number:		
Appendix number:		

Summary of Main Issues

This report advises Members of a Temporary Event Notice (TEN) which has been received by the Licensing Authority in respect of an event at Halton Moor Amateur Boxing Club, Cartmell Drive, Halton, Leeds, LS15 0DE.

The notice has been submitted to authorise licensable activities during a contact sport event.

West Yorkshire Police have served an Objection Notice to the Temporary Event Notice on the grounds of the prevention of crime and disorder.

Members of the Licensing Sub Committee are asked to consider the Temporary Event Notice and the Objection Notice.

1 Purpose of this Report

- 1.1 To advise Members of a Temporary Event Notice served under section 100 of the Licensing Act 2003 ("the Act") in respect of the above mentioned premises.
- 1.2 Members are required to consider this application due to the receipt of an Objection Notice from West Yorkshire Police and Leeds City Council Environmental Protection Team.

2 History of Premises

- 2.1 These premises do have the benefit of a premises licence and a copy of the premises licence details can be found at Appendix A. The committee may wish to note that due to non-payment of the premises licence annual fee the licence was suspended on 8th April 2018 and licensable activities, including boxing/wrestling entertainment, are not authorised by the premises licence.
- 2.2 One of the options available to the Licensing Sub Committee when determining the Temporary Event Notice is to attach any relevant conditions which are attached to the premises licence.
- 2.3 A copy of the premises licence details including the full operating schedule can be found at **Appendix A**
- 2.4 Subsequent to the incident in October 2021 which is referred to in West Yorkshire Police's Objection Notice, the same TEN user has served further Temporary Events Notices on the Licensing Authority to authorise licensable activities during the following events:
 - 5th - 7th November 2021 - described as a family bonfire night which included the licensable activities, sale by retail of alcohol and late night refreshment.
 - 18th - 19th December 2021 - described as an amateur boxing show which included the licensable activities, sale by retail of alcohol, late night refreshment and provisions of regulated entertainment.
 - 19th - 20th March 2022 - described as an amateur boxing show which included the licensable activities, sale by retail of alcohol, late night refreshment and provisions of regulated entertainment.
 - 21st – 22nd May 2022 - described as an amateur boxing show which included the licensable activities, sale by retail of alcohol, late night refreshment and provisions of regulated entertainment.
 - 17th – 18th September 2022 - described as an amateur boxing show which included the licensable activities, sale by retail of alcohol, late night refreshment and provision of regulated entertainment.
- 2.5 The events that were due to take place in March, May and September 2022 were objected to by West Yorkshire Police. The Licensing Sub Committees considering those notices made the decision to issue counter notices preventing each event from taking place.

3 The Temporary Event Notice

3.1 The proposed premises user is Rachel Radbourne.

3.2 A copy of the Temporary Event Notice is attached at **Appendix B**.

3.3 In summary the temporary event notice is for

<i>Licensable activities:</i>	<i>The sale by retail of alcohol The provision of regulated entertainment The provision of late night refreshment</i>
-------------------------------	---

<i>During:</i>	<i>From 18:00 hours until 23:59 hours on the 21st October 2023.</i>
----------------	---

3.4 The maximum number of people, including staff, on the premises during the event has been specified as 400.

3.5 The location of the premises can be seen on the map at **Appendix C**.

4 Objection Notices

4.1 As required by the Licensing Act 2003 both West Yorkshire Police and Leeds City Council's Environmental Protection Team have been served with a copy of the Temporary Event Notice.

4.2 West Yorkshire Police consider that allowing the premises to be used in the manner set out in the Temporary Event Notice will undermine the prevention of crime and disorder and have issued an Objection Notice.

4.3 A copy of the Objection Notice submitted by West Yorkshire Police can be seen at **Appendix D**

5 Equality and Diversity Implications

5.1 At the time of writing this report there were no implications for equality and diversity. Any decision taken by the Licensing Sub-Committee will be in accordance with the four licensing objectives as prescribed by the Licensing Act 2003.

6 Options Available to Members

6.1 The Licensing Sub Committee must take such of the following steps as it considers appropriate to promote the licensing objectives:

- Issue a counter notice against the event in order to prevent the event from taking place;
- If the premises benefits from a premises licence, attach relevant conditions which are attached to that premises licence;
- Allow the event to take place.

6.2 Members of the Licensing Sub Committee are asked to note that they may only attach conditions that are present on the premises licence and are relevant to the activities stated on the temporary event notice.

7 Background Papers

- Guidance issued under s182 Licensing Act 2003
- Leeds City Council Statement of Licensing Policy

Details of premises licence**For: Halton Moor Sports & Social Club**
Leeds
 CITY COUNCIL

This document provides details of the premises licence issued to the stated premises and is not a licence itself.

Licence number:	PREM/02839/003
Premises the licence relates to:	Halton Moor Sports & Social Club, Cartmell Drive, Halton, Leeds, LS15 0DE
Date licence first effective:	4 th May 2010
Date current version effective from:	7 th June 2017

Licensable activities authorised by the licence:

Sale by retail of alcohol	
Monday	11:00 - 00:00
Tuesday to Thursday	11:00 - 23:00
Friday & Saturday	10:00 - 00:00
Sunday	10:00 - 00:00
Performance of a play	
Every Day	10:00 - 19:00
Indoor sporting events	
Every Day	10:00 - 23:00
Boxing or wrestling entertainment	
Every Day	10:00 - 23:00
Performance of live music	
Every Day	17:00 - 23:00
Performance of recorded music	
Every Day	10:00 - 23:00
Performance of dance	
Every Day	09:00 - 19:00

Opening hours of the premises:

Monday	11:00 - 00:00
Tuesday to Thursday	11:00 - 23:00
Friday To Sunday	10:00 - 00:00

Premises licence holder(s):

Halton Moor Sports & Social Club, Cartmell Drive, Halton, Leeds, LS15 0DE

Designated premises supervisor:

Sandra Walsh

Access to the premises by children

Access to the premises by children is restricted

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

Additional details in respect of licensable activities authorised by this licence

Performance of a play

Location of activity: Indoors

Further details: Supervised children's plays and performance.

Indoor sporting events

Further details: Darts and Boxing shows.

Boxing or wrestling entertainment

Location of activity: Indoors

Further details: Teaching, training and boxing shows.

Performance of live music

Location of activity: Indoors

Further details: Live Bands, Proposed 1 performance per month.

Performance of recorded music

Location of activity: Indoors

Further details: Jukebox.

Performance of dance

Location of activity: Indoors

Further details: Children's Dance Schemes.

Conditions consistent with the operating schedule relating to the licensing objectives

The prevention of crime and disorder

9. The Premises Licence Holder, Designated Premises Supervisor and all members of staff will ask for proof of age from any person appearing to be under the age of 21 who attempts to purchase alcohol at the premises.

10. No alcohol shall be sold or supplied, or entertainment offered, at any time or in any part of the club premises in accordance with this Premises Licence other than to:-
- (a) a member of the club who may not:-
 - (i) be admitted to membership, or
 - (ii) be admitted, as a candidate for membership, to any of the privileges of membership without an interval of at least two days between their nomination or application for membership and their admission;
 - (b) a bona fide guest of such a member;
 - (c) associate members and their guests;
 - (d) Other persons than at (a) (b) & (c) attending bona fide functions, which have been organised with and authorised by the management committee of the club in advance;
 - (e) Members of visiting teams for recreational /sporting events taking place on the club premises or within the grounds of the club, together with officials and supporters accompanying those visiting teams.
11. On every occasion that the club is being used in accordance with paragraph (d) above, West Yorkshire Police will be notified of any such event by the club giving 14 days advance written notice.
12. On each occasion, the advance written notification shall provide the following information,
- (a) The name and full contact details of the organiser of the function booked with the club; who **may** be requested to provide a guest list at the discretion of West Yorkshire Police;
 - (b) Alternatively, the name and full contact details of the external promoter of the function booked with the club, who **may** be requested to provide a guest list at the discretion of West Yorkshire Police;
 - (c) The date and time that the function is due to start and finish;
 - (d) A short description of the nature of the function;
 - (e) State the licensable activities that will be carried on at the premises during the function
 - (f) Is the function for the whole or part of the premises?
 - (g) How many people are expected at the premises?
 - (h) Will door supervisors be employed specifically for the function?
 - (i) If so, what are the contact details for who employs the door supervisors?
 - (j) If not, how long will the management committee of the club and club staff monitor the numbers present at the function?

At the discretion of West Yorkshire Police, the 14 days advanced notification will be waived but only providing written notification is still provided to the police by the club prior to the event taking place;

13. There shall be rules of the club for the election of club members and other matters which are at the discretion of the clubs management committee.
14. A copy of such rules shall be deposited with the Licensing Authority and the Police on an annual basis and due at the start of every calendar year. In addition, notice of any alteration in any of the club rules shall be given to the Licensing Authority and the Police within 14 days of the alterations being made.
15. A list of names and addresses of all members of the club shall be kept on the premises, to be produced at any time if required, by an officer of the Licensing Authority or a Police Officer.
16. A suitable CCTV system will be maintained and be operational on the premises at all times when licensed activities are being carried out.
17. Changes to the siting and standard of CCTV systems may only be made with the written consent of West Yorkshire Police.
18. CCTV security footage will be made secure and retained for a minimum period of 31 days' time to the satisfaction of WYP.

19. A Supervisor's Register will be maintained at the licensed premises, showing the names, addresses and up-to-date contact details for the DPS and all personal licence holders.
20. 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.
21. The PLH/DPS 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.
22. 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.
23. The Incident Report Register will be produced for inspection immediately on the request of an authorised officer.
24. The PLH/DPS will inform West Yorkshire Police as soon as practicably of any search resulting in a seizure of drugs or offensive weapons.
25. Notices will be prominently displayed at the entrances of the premises which state:
 - a search will be conducted as a condition of entry to premises;
 - Incidents of crime and disorder will be reported to the police and a full recorded entry will be made in the incident report register.
 - Entry to the premises will be refused to any person who appears to be drunk, acting in a threatening manner or is violent; or appears to be under the influence of drugs.

entry will be refused to any person who has been convicted of an offence of drunkenness, violent or threatening behaviour or the use or distribution of illegal substances
26. The PLH/DPS staff will ask for proof of age from any person appearing to be under the age of 21/25 who attempts to purchase alcohol at the premises.
27. The PLH/DPS staff will ask for acceptable evidence (as agreed by WYP / WYTSS) from any person appearing to be under the age of 21/25 who attempts to purchase alcohol at the premises.
28. Drinks, open bottles and glasses will not be taken from the premises at any time. 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. The PLH/DPS will prominently display notices which inform customers that open bottles or glasses may not be taken off the premises.
30. Plastic or toughened polycarbonate (or similar) glasses/bottles will be used in all outdoor areas.
31. Plastic or toughened polycarbonate (or similar) glasses/bottles will be used when requested by West Yorkshire Police / British Transport Police (e.g. football match days).
32. Notices indicating the existence and effect of an Alcohol Designated Public Places Order will be prominently displayed at the exits to the premises.

33. The PLH/DPS will belong to a recognised trade body or Pub Watch Scheme where one exists, whose aims include the promotion of the licensing objectives.

Public safety

34. 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 is open.
35. 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.
36. During opening hours the cellar door must be kept locked or adequately supervised to prevent unauthorised access by the public.
37. 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.
38. Empty bottles and glasses will be collected regularly paying particular attention to balcony areas and raised levels.
39. 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. Inspection records/certificates will be kept and made available at the request of an authorised officer. 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.
40. One of the following protective measures shall be used for all socket-outlets which may be used for the connection for lighting, video or sound amplification equipment and display models:
- a) Each socket-outlet circuit shall be protected by a residual current device having a rated residual operating current not exceeding 30mA, or
 - b) Each individual socket-outlet shall be protected by an integral residual current device having a rated residual operating current not exceeding 30mA.
- The current operation of all residual current devices shall be checked regularly by pressing the test button. If the device does not switch off the supply, an electrical contractor should be consulted. At the same time action should be taken to prohibit the use of socket outlets associated with a faulty residual current device.
41. Regular safety checks of guardings to stairs, balconies, landings and ramps will be undertaken, and a supervision policy will be maintained to prevent people from inappropriate behaviour, including climbing which may lead to a fall from height.
42. Safety glass that is impact resistant or shielded to protect it from impact will be used in all areas where the public may come into contact with it.
43. A written spillage policy will be kept to ensure spillages are dealt with in a timely and safe manner.
44. A suitably trained First Aider or appointed person will be provided at all times when the premises are open.
45. An appropriately qualified medical practitioner will be present throughout any sporting entertainment.
46. Adequate and appropriate First Aid equipment and materials will be available on the premises at all times.

47. A procedure for dealing with unwell members of the public will be in place including those who appear to be affected by alcohol or drugs. Staff will be appropriately trained in such procedures.

The prevention of public nuisance

48. Licensable activities shall be conducted and the facilities for licensed activities shall be designed and operated so as to prevent the transmission of audible noise or perceptible vibration through the fabric of the building or structure to adjoining properties.
49. Noise from licensable activity at the premises shall be inaudible at the nearest noise sensitive premises after 23:00 hours and at all times if entertainment takes place on more than 30 occasions per year.
50. There shall be no external speakers.
51. Bottles will not be placed in any external receptacle after 23:00 hours to minimise noise disturbance to neighbouring properties.
52. Noise from plant or machinery shall be inaudible at the nearest noise sensitive premises during the operation of the plant or machinery. Plant and machinery shall be regularly serviced and maintained to meet the level.
53. The PLH/DPS will ensure patrons use beer gardens, external areas and play areas in a manner which does not cause disturbance to nearby residents and business in the vicinity. Patrons will not be use such areas after 23:00 for the consumption of food or alcohol.
54. The activities of persons using the external areas shall be monitored after 23:00 hours and they shall be reminded to have regard to the needs of local residents and to refrain from shouting and anti-social behaviour etc. when necessary.
55. The PLH/DPS will adopt a "cooling down" period where music volume is reduced towards the closing time of the premises.
56. The PLH/DPS shall ensure that litter arising from people using the premises is cleared away regularly and that promotional materials such as flyers do not create litter.
57. Clear and legible notices will be displayed at exits, car parks and other circulatory areas requesting patrons to leave the premises quietly having regard to the needs of local residents, in particular emphasising the need to refrain from shouting, slamming car doors, sounding horns and loud use of vehicle stereos and anti-social behaviour.
58. The designated premises supervisor and any door supervisors will monitor the activity of persons leaving the premises and remind them of public responsibilities where necessary.
59. A facility will be provided for customers to order private hire vehicles. Telephone numbers for taxi firms/private hire companies will be displayed in a prominent position on the premises.

Protection of children from harm

60. The PLH/DPS will provide an adequate number of suitable adult supervisors who can provide care for the children as they move from stage to dressing room etc., and to ensure that all children can be accounted for in case of an evacuation or an emergency.
61. The venue will be suitable to accommodate safely the numbers of children intended.
62. All supervisors and crew will receive instruction on the fire procedures applicable to the venue prior to the arrival of the children.
63. The PLH/DPS will ensure that all special effects e.g. flashing lights, dry ice, smoke etc. are suitable for the children involved in the performance.

64. The PLH/DPS will ensure that an adult supervisor is stationed in the area(s) or levels which are occupied by children. The supervisors will be placed in the vicinity to exits to the premises. There will be one supervisor per 50 children at all times.
65. For closely seated audiences, i.e. theatres and cinemas, the ratio of supervisors will be 1 per 25 children, provided that where the children are in the charge of an adult organiser such organisers will be regarded as attendants to an extent not exceeding half of the number of attendants required by the above condition 4PF088.
66. No child will be permitted to occupy the front row of any balcony gallery or tier, unless accompanied by and in the charge of a person who appears to have attained the age of 16 years.
67. Close supervision will be held when children use balconies and other raised areas.
68. Upon egress from the premises the Licensee will deploy staff on exit doors and within the vicinity of the premises to ensure the safe dispersal of children and the premises will not close until all children have left the area.
69. The PLH/DPS will perform the necessary background checks including relevant police checks on all potential staff before offering them employment. The Licensee will report any child related concerns to the police he/she has about potential staff, existing staff and customers.
70. The PLH/DPS will ensure staff receive training to deal with unaccompanied children on the premises and prevent them from harm.
71. The PLH/DPS will comply with the written guidance for protecting children from harm issued by Leeds City Council, Department of Social Services.

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

None



TEN

Entertainment Licensing, Leeds City Council, Civic Hall, Leeds, LS1 1UR

Temporary Event Notice

Before completing this notice, please read the guidance notes at the end of the notice. If you are completing this notice by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink or typed. Use additional sheets if necessary. You should keep a copy of the completed notice for your records. You must send at least one copy of this notice to the licensing authority and additional copies must be sent to the chief officer of police and the local authority exercising environmental health functions for the area in which the premises are situated. The licensing authority will give to you written acknowledgement of the receipt of the notice.

I, the proposed premises user, hereby give notice under section 100 of the Licensing Act 2003 of my proposal to carry on a temporary activity at the premises described below.

1. The personal details of premises user (Please read note 1)	
1. Your name	
Title	
Surname	Rachel Victoria Radbourne
Forenames	
2. Previous names: (Please enter details of any previous names or maiden names, if applicable. Please continue on a separate sheet if necessary).	
Title	
Surname	[REDACTED]
Forenames	
3. Your date of birth	
[REDACTED]	
4. Your place of birth	
[REDACTED]	
5. National Insurance Number	
[REDACTED]	
6. Your current address: (We will use this address to correspond with you unless you complete the separate correspondence box below).	
[REDACTED]	
7. Other contact details	
Telephone numbers:	
Daytime	[REDACTED]
Evening (optional)	
Mobile (optional)	
FAX NUMBER (optional)	
E-Mail Address (if available)	[REDACTED]

8. Alternative address for correspondence (if you complete the detail below, we will use this address to correspond with you)	
<div style="background-color: black; width: 100%; height: 100%;"></div>	
9. Alternative contact details (if applicable)	
Telephone numbers:	
Daytime	
Evening (optional)	
Mobile (optional)	
FAX NUMBER (optional)	
E-Mail Address (if available)	
2. The premises	
Please give the address of the premises where you intend to carry on the licensable activities or if it has no address give a detailed description (including the Ordnance Survey references). (Please read note 2)	
Halton Moor Amateur Boxing Club, Halton Moor Social Club, Cartmell Drive, Halton, Leeds, LS15 0DE,	
Does a premises licence or club premises certificate have effect in relation to the premises (or any part of the premises)? If so please enter the licence or certificate number below.	
Premises licence number	
Club premises certificate number	
If you intend to use only part of the premises at this address or intend to restrict the area to which this notice applies, please give a description and details below. (Please read note 3)	
Please describe the nature of the premises below. (Please read note 4)	
Please describe the nature of the event below. (Please read note 5)	
Boxing show to showcase our young and senior boxers	

3. The licensable activities

Please state the licensable activities that you intend to carry on at the premises (please tick all licensable activities you intend to carry on). (Please read note 6)

The sale by retail of alcohol	X
The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club	
The provision of regulated entertainment (Please read note 7)	X
The provision of late night refreshment	X
Are you giving a late temporary event notice? (Please read note 8)	

Please state the dates on which you intend to use these premises for licensable activities. (Please read note 9)

21/10/2023

Please state the times during the event period that you propose to carry on licensable activities (please give times in 24 hour clock). (Please read note 10)

from 18:00 to 23:59

Please state the maximum number of people at any one time that you intend to allow to be present at the premises during the times when you intend to carry on licensable activities, including any staff, organisers or performers. (Please read note 11)	400
---	-----

If the licensable activities will include the supply of alcohol, please state whether the supplies will be for consumption on or off the premises, or both (please mark an "X" next to the appropriate box). (Please read note 12)	On the premises only	
	Off the premises only	
	Both	

Please state if the licensable activities will include the provision of relevant entertainment. If so, please state the times during the event period that you propose to provide relevant entertainment. (Please read note 13)

No

4. Personal licence holders (Please read note 14)		
Do you currently hold a valid personal licence? (Please tick)	Yes	No X
If "Yes" please provide the details of your personal licence below.		
Issuing licensing authority		
Licence number		
Date of issue		
Any further relevant details		

5. Previous temporary event notices you have given (Please read note 15 and tick the boxes that apply to you)		
Have you previously given a temporary event notice in respect of any premises for events falling in the same calendar year as the event for which you are now giving this temporary event notice?	Yes	No X
If answering yes, please state the number of temporary event notices (including the number of late temporary event notices, if any) you have given for events in that same calendar year		
Have you already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after; the event period proposed in this notice?	Yes	No

6. Associates and business colleagues (Please read note 16 and tick the boxes that apply to you)		
Has any associate of yours given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?	Yes	No X
If answering yes, please state the total number of temporary event notices (including the number of late temporary event notices, if any) your associate(s) have given for events in the same calendar year.		
Has any associate of yours already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after; the event period proposed in this notice?	Yes	No
Has any person with whom you are in business carrying on licensable activities given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?	Yes	No
If answering yes, please state the total number of temporary event notices (including the number of late temporary event notices, if any) your business colleague(s) have given for events in the same calendar year.		
Has any person with whom you are in business carrying on licensable activities already given a temporary event notice for the same premises in which the event period:	Yes	No

a) ends 24 hours or less before; or b) begins 24 hours or less after; the event period proposed in this notice?		
---	--	--

7. Checklist (Please read note 17)

I have: (Please tick the appropriate boxes)		
Sent at least one copy of this notice to the licensing authority for the area in which the premises are situated		X
Sent a copy of this notice to the chief officer of police for the area in which the premises are situated;		X
Sent a copy of this notice to the local authority exercising environmental health functions for the area in which the premises are situated		X
If the premises are situated in one or more licensing authority areas, sent at least one copy of this notice to each additional licensing authority		
If the premises are situated in one or more police areas, sent a copy of this notice to each additional chief officer of police		
If the premises are situated in one or more local authority areas, sent a copy of this notice to each additional local authority exercising environmental health functions		
Made or enclose payment of the fee for the application		X
Signed the declaration in Section 9 below		X

8. Condition Please read note 17

It is a condition of this temporary event notice that where the relevant licensable activities described in Section 3 above include the supply of alcohol that all such supplies are made by or under the authority of the premises user.

9. Declarations Please read note 18

The information contained in this form is correct to the best of my knowledge and belief.

I understand that it is an offence:

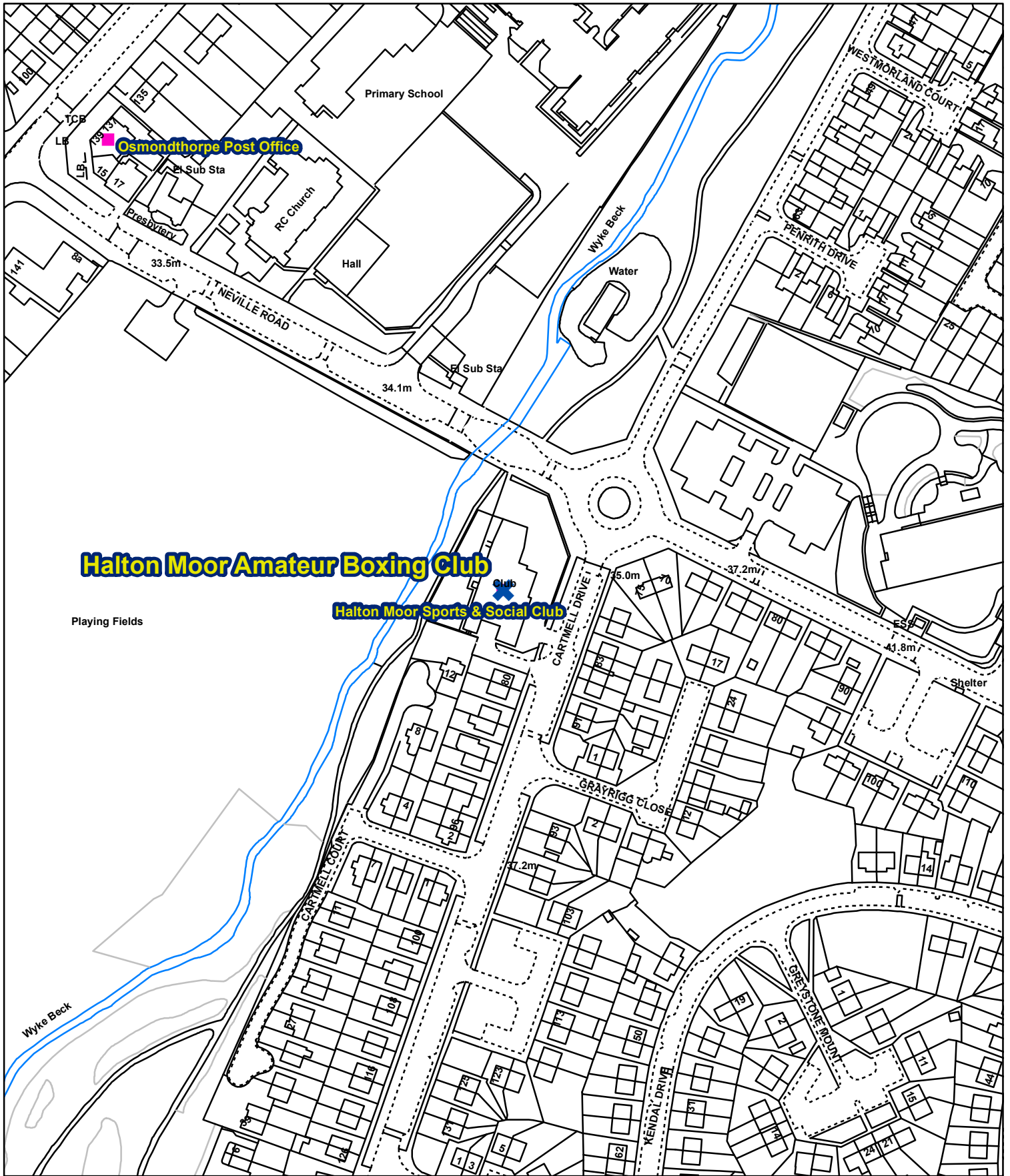
- (i) to knowingly or recklessly make a false statement in connection with this temporary event notice and that a person is liable on conviction for such an offence to a fine up to level 5 on the standard scale, and;
- (ii) to permit an unauthorised licensable activity to be carried on at any place and that a person is liable on conviction for any such offence to a fine not exceeding £20,000 or to imprisonment for a term not exceeding six months, or to both.

For completion by the licensing authority

10. Acknowledgement (Please read note 20)

I acknowledge receipt of this temporary event notice.
SIGNATURE On behalf of the Licensing Authority
DATE

Name of officer signing



This map is based upon the Ordnance Survey's digital data with the permission of the Ordnance Survey on behalf of the controller of Her Majesty's Stationary Office

© Unauthorised reproduction infringes Crown Copyright and may lead to prosecution or civil proceedings

Leeds City Council O.S. Licence No 1000019567
© Crown Copyright all rights reserved

Key

- On licence
- Off licence
- Late night refreshment
- Other

This page is intentionally left blank



Leeds District Licensing Department
First Floor
Elland Road DHQ
Elland Road
Leeds
LS11 8BU

Tel:

Email: [REDACTED]

3rd July 2023

Rachel Radbourne



cc. Entertainment Licensing Section – Leeds City Council Civic Hall Leeds LS1 1UR.

cc. Health & Environmental Action Service – Leeds City Council Millshaw Park Way LS11 0LS

**NOTICE OF OBJECTION BY A RELEVANT PERSON
TO TEMPORARY EVENT NOTICES
SECTION 104(2) as amended – LICENSING ACT 2003**

PREMISES: HALTON MOOR AMATEUR BOXING CLUB, CARTMEL DRIVE, LEEDS, LS15 0DE

Your temporary event notices were received by West Yorkshire Police on 29th June 2023. The notices relate to licensable activities at the premises on-:

21st October 2023 from 18:00 hours to 23:59 hours.

I **PC Neil Haywood**, hereby give you notice that I intend to object to your temporary event notices.

West Yorkshire Police are satisfied that allowing the premises to be used in accordance with the notices would undermine licensing objectives, for the following documented reasons-:

In the early hours of the 17th October 2021 a serious assault took place on Cartmel Drive outside premises next door but one to Halton Moor Club. At that time, a boxing event was taking place at Halton Moor Club under the authorisation of a Temporary Event Notice.

NOT PROTECTIVELY MARKED

Serious injuries were received by one male victim who has required hospital treatment for serious facial injuries. Another male was also assaulted, a female thrown to the floor and criminal damage caused to a vehicle outside the address.

Leeds District Licensing understand that the incident began inside Halton Moor Club and the more serious assault outside was a continuation of that incident. The suspects are understood to be associated with the club and the event held under the TEN. Management are reported to have been polite to investigating officers but unwilling to assist with the investigation at that time.

The investigation has been completed and no charges were brought against the identified suspects due to insufficient evidence. Had management co-operated with the Police, this may have resulted in further evidence coming to light and the offenders being brought to justice. The lack of cooperation may also have resulted in the investigation taking longer to complete.

West Yorkshire Police have concerns that the prevention of crime and disorder and the public safety licensing objectives have been undermined at the premises and risk being undermined further should further similar events take place.

West Yorkshire Police therefore ask the presiding sub-committee at any future hearing to give the premises user a counter notice in promotion of the licensing objectives, under Section 105 Licensing Act 2003.

PC [REDACTED] Haywood
Leeds District Licensing Officer
West Yorkshire Police

NOT PROTECTIVELY MARKED