

Public Document Pack

LICENSING SUB-COMMITTEE

MEETING TO BE HELD IN CIVIC HALL, LEEDS ON

WEDNESDAY, 10TH JANUARY, 2024 AT 10.00 AM

MEMBERSHIP

Councillors

J Gibson - Cross Gates and Whinmoor;

Full Membership to be confirmed

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

ltem No	Ward/Equal Opportunities	Item Not Open		Page No
			PRELIMINARY PROCEDURES	
1			ELECTION OF THE CHAIR	
			To seek nominations for the election for the position of Chair.	
2			APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS	
			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)	
			(*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)	

ltem No	Ward/Equal Opportunities	Item Not Open		Pag∉ No
3			EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC	
			1) To highlight reports or appendices which:	
			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.	
			 b) To consider whether or not to accept the officers recommendation in respect of the above information. 	
			c) If so, to formally pass the following resolution:-	
			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	
			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.	
4			LATE ITEMS	
			To identify any applications as late items of business which have been admitted to the agenda for consideration	
			(the special circumstances shall be identified in the minutes)	

ltem No	Ward/Equal Opportunities	Item Not Open		Page No
5			DECLARATION OF INTERESTS	
			To disclose or draw attention to any interests in accordance with Leeds City Council's 'Councillor Code of Conduct'.	
			HEARINGS	
6	Hunslet and Riverside		SUMMARY REVIEW OF THE PREMISES LICENCE FOR BEAVER WORKS, 36 WHITEHOUSE STREET, HUNSLET, LEEDS, LS10 1AD	7 - 66
			To receive and consider the report of the Chief Officer Elections and Regulatory which informs the Licensing Sub Committee of an application for a licence Summary Review made by the West Yorkshire Police in respect of Beaver Works, 36 Whitehouse Street, Hunslet, Leeds, LS10 1AD. The application is made on the grounds of serious crime and disorder.	
			The Licensing Authority is now under a duty to hold a review hearing in accordance with Section 53C of the Licensing Act 2003. This engagement follows interim steps which Members carefully considered on the 15 th December 2023 and resolved to suspend the licence with immediate effect pending the substantive hearing of the review application.	

ltem No	Ward/Equal Opportunities	ltem Not Open		Page No
			Third Party Recording	
			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.	
			Use of Recordings by Third Parties – code of practice	
			 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.	
			'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'.	





Report Author: Mr Matthew Nelson

0113 378 5029

Report of the Chief Officer Elections and Regulatory

Report to the Licensing Sub Committee

Date: Tuesday 10 January 2024

Subject: Summary Review of the Premises Licence for Beaver Works, 36 Whitehouse Street, Hunslet, Leeds, LS10 1AD

Are specific electoral Wards affected?	🛛 Yes	🗌 No
If relevant, name(s) of Ward(s): Hunslet & Riverside		
Are there implications for equality and diversity and cohesion and integration?	Yes	🛛 No
Is the decision eligible for Call-In?	Yes	🛛 No
Does the report contain confidential or exempt information?	Yes	🛛 No
If relevant, Access to Information Procedure Rule number:		

Executive Summary

West Yorkshire Police have made an application under section 53A of the Licensing Act 2003, for the summary review of the premises licence in respect of Beaver Works, 36 Whitehouse Street, Hunslet, Leeds, LS10 1AD.

West Yorkshire Police are of the opinion that these premises are associated with serious crime or serious disorder or both. The Licensing Authority is now under a duty to hold a review hearing in accordance with Section 53C of the Licensing Act 2003.

This engagement follows interim steps which Members carefully considered on the 15 December 2023. Members unanimously resolved to suspend the licence with immediate effect pending the substantive hearing of the review application.

The narrative of this report sets out the background of the premises licence, the relevant law and highlights appropriate guidance for members. A recommendation is also made to Members that the premises licence is reviewed using their statutory powers.

Member must also have regard to reviewing the interim steps pending the appeal period to ensure there are appropriate and proportionate safeguards in place at all times.

1.0 Purpose of this Report

- 1.1 This report informs the Members of the Licensing Sub Committee of an application for a licence summary review made by the West Yorkshire Police in respect of Beaver Works, 36 Whitehouse Street, Hunslet, Leeds, LS10 1AD. The application is made on the grounds of serious crime and disorder.
- 1.2 The Licensing Sub Committee now has the responsibility to review the premises licence held by Mr Graham Higgins.

2.0 History of the Premises

- 2.1 On 31 March 2008 an application was made by Mr Graham Higgins for the grant of a premises licence. The application did not attract any representations and the licence was granted as applied for on 29 April 2008. The premises were known as, 'Work Media Centre'.
- 2.2 Applications to vary the licence were granted in November 2008 and June 2009, proposing to extend the hours of licensable activities and to add additional areas to the licence. The applications attracted representations from West Yorkshire Police and the Environmental Protection Team, which were subsequently withdrawn after applicant agreed to incorporate suggested measures into the operating schedule.
- 2.3 On 9 October 2009 an application for the grant of a new premises was served on the Licensing Authority for a premises trading as, 'Work Media Centre'. The receipt of representations required the matter to be considered and determined by the Licensing Sub Committee on the 30 November 2009. The Committee resolved to grant the licence by replicating the crime and disorder conditions of the existing licence, by imposing the conditions set out by the Environmental Protection Team in their representation, including a condition preventing the use of external loudspeakers between 23:00 and 10:00 hours the following day, and noted the agreement of additional conditions reached with Health & Safety Team. The Committee imposed a further condition requiring doors and windows to be kept closed during licensable activities.
- 2.4 The existing licence was surrendered by the licence holder on the day the new licence was granted.
- 2.5 On 15 December 2011 an application to vary the licence was lodged proposing to extend the hours for licensable activities. The licence was granted as applied for, subject to agreements reached with the Environmental Protection Team to incorporate additional measures.
- 2.6 On 22 March 2016 a minor variation application was made proposing to change to the layout of the premises and to replace all existing conditions with more modern conditions, including a commitment to serve an event specific risk assessment on the responsible authorities for each event attracting 1000 or more people. The police noted the minor variation was submitted because the conditions on the existing licence did not reflect the type of operation which it had grown to over the years. The application was granted as applied for subject to the rewording of a number of conditions in consultation with the police.
- 2.7 On 7 September 2020 a minor variation was served on the Licensing Authority proposing to alter the premises layout by removing partitioning walls between small

areas to create a single larger space. The purpose of doing so was to enable improved operation during Covid 19 restrictions and the licence was granted as applied for.

2.8 A copy of the premises licence details can be found at **Appendix A** of this report.

3.0 Main Issues

Application

- 3.1 An application for a summary review of the premises licence has been sought by West Yorkshire Police. A redacted version of the application is attached at **Appendix B**.
- 3.2 Members will note that in accompaniment of the application a certificate made under section 53(1B) of the Act, which confirms that a Senior Member of West Yorkshire Police is satisfied that these premises are associated with serious crime or serious disorder or both. A redacted version of the certificate can be found at **Appendix C**.
- 3.3 Officers confirm that the application and certificate were served on the premises licence holder and responsible authorities on the 13 December by e-mail. On the 14 December 2023 a hard copy of the application and certificate has been delivered by hand directly to the premises and posted to the licence holder holder's residential address.
- 3.4 The Licensing Authority can confirm that the statutory requirements to advertise the review application have been followed.

The Interim Steps

- 3.5 At the interim steps hearing, the measures available to Members and considered were:
 - The modifications of the conditions of the premises licence.
 - The exclusion of the sale of alcohol by retail from the scope of the premises licence.
 - The removal of the designated premises supervisor from the licence.
 - The suspension of the licence.
- 3.6 It was decided that suspension of the licence with immediate effect pending the substantive hearing of the review application was the most appropriate course of action for the Committee to take.
- 3.7 The Committee noted the police would seek urgent discussions with the licence holder with a view to addressing the concerns. It might be the case that if such discussions take place quickly and constructively, the situation might be reached in which the Police would be satisfied that the suspension of the licence would no longer be necessary. In such instance a representation against the interim steps decision would be made requiring the Licensing Sub Committee to revisit the decision to suspend.
- 3.8 Further information on the resolution taken is contained within a copy of the decision notice attached at **Appendix D** of this report.

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Representation

- 3.9 A premises licence holder may submit a representation to the interim steps initially taken and any representation would be in accordance with Section 53B of the Licensing Act 2003.
- 3.10 The Licensing Authority is aware West Yorkshire Police and the licence holder have had talks with a view to lifting the suspension and a move to adding additional conditions to the licence pending the review hearing. Notwithstanding a constructive meeting the police were not prepared to sanction the change and the licence holder did not oppose it. There has been no representation received against the interim steps decision.

4.0 **Premises Licence**

4.1 The premises licence holder is Mr Graham Higgins.

5.0 Designated Premises Supervisor

5.1 The Designated Premises Supervisor is Mr Graham Higgins.

6.0 Location

6.1 A map which identifies the location of the premises is attached at **Appendix E.**

7.0 Representations

7.1 Under the Act representations can be received from responsible authorities and/or other persons. Representations must be relevant and, in the case of other persons, must not be frivolous or vexatious.

Representations from Responsible Authorities

7.2 There have been no representations on behalf of the responsible authorities.

Other Representations

- 7.3 The application has attracted representations from members of the public (described as 'other persons' in the legislation).
- 7.4 In total the Licensing Authority has received 20 valid representations from other persons, all of which express support towards the premises. The Committee Members will wish to note that some of the content of the representations are not relevant to the promotion of the licensing objectives and they are recommended to apply the necessary weight where appropriate.
- 7.5 In order to protect personal data redacted copies of the representations are attached at **Appendix F** and the original versions will be provided to the Licensing Sub Committee in advance of the hearing.

8.0 Matters Relevant to the Application

8.1 In making their decision, Members may take into account the guidance issued under Section 182 of the Act. The section of this guidance specific to Summary Reviews is available at **Appendix G** of this report.

9.0 Options Available to Members

Determination of Summary Review

- 9.1 In the determination of this review the Licensing Sub Committee are required to take any of the following steps as it considers necessary for the promotion of the licensing objectives:
 - To modify the conditions of the licence which includes adding new conditions or the alteration or omission of an existing conditions;
 - To remove the designated premises supervisor;
 - To suspend the licence for a period not exceeding three months;
 - To exclude any licensable activity from the scope of the licence; and
 - To revoke the licence.

Review of the Interim steps

- 9.2 The Licensing Authority's determination does not have effect until the end of the 21 day period given for appealing the decision, or until the disposal of any appeal that is lodged. Should the premises licence holder or applicant appeal the decision, the interim steps decision will remain in place until the appeal is decided or dispensed with.
- 9.3 To ensure that there are appropriate and proportionate safeguards in place at all times the Licensing Authority is required to review any interim steps that it has taken that are in place and consider whether it is appropriate for the promotion of the licensing objectives for the steps to remain in place or if they should be modified or withdrawn. The review of the interim steps should take place immediately after the determination under 53C has been reached. In making its decision the licensing authority must consider any relevant representations made. Members are directed to paragraphs 12.29 and 12.30 of the Section 182 Guidance.
- 9.4 In conducting the review under this section, the Members must
 - (a) Consider whether the interim steps are appropriate for the promotion of the licensing objectives;
 - (b) Consider any relevant representations; and
 - (c) Determine whether to withdraw or modify the interim steps taken.
- 9.5 Members may alternatively decide that no action is necessary and that the circumstances of review do not require the licensing subcommittee to take any steps to promote the licensing objectives.
- 9.6 Members of the Licensing Sub Committee are asked to note that they may not take any steps outlined above merely because they consider it desirable to do so. It must actually be necessary in order to promote the licensing objectives.

10.0 **Background Papers**

- Guidance issued under S182 of the Licensing Act 2003
- Leeds City Council Licensing Policy

Appendices

- Appendix A Premises Licence Details

- Appendix B Signed Application Appendix C Signed Certificate Appendix D Interim Steps Decision Notice
- Appendix E Map Appendix F Public Representations in Support of the Premises
- Appendix G S182 Guidance

Details of premises licence

Details of licence numbered : PREM/02803/005 Page 13

For: Beaver Works



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

Licence number:	PREM/02803/005			
Premises the licence relates to:	Beaver Works, 36 Whitehouse Street, Hunslet, Leeds, LS10 1AD			
Date licence first effective:	2 December 2009			
Date current version effective from:	19 September 2020			
Licensable activities authorised by the licence:				
Sale by retail of alcohol Friday & Saturday Sunday to Thursday	07:00 - 06:59 07:00 - 06:00			
Provision of late night refreshment Friday & Saturday Sunday to Thursday	23:00 - 05:00 23:00 - 03:00			
Performance of a play Friday & Saturday Sunday to Thursday	07:00 - 06:59 07:00 - 03:00			
Exhibition of a film Friday & Saturday Sunday to Thursday	07:00 - 06:59 07:00 - 03:00			
Performance of live music Friday & Saturday Sunday to Thursday	07:00 - 06:59 07:00 - 06:00			
Performance of recorded music Friday & Saturday Sunday to Thursday	07:00 - 06:59 07:00 - 06:00			
Performance of dance Friday & Saturday Sunday to Thursday	07:00 - 06:59 07:00 - 03:00			
Opening hours of the premises:				
Friday & Saturday Sunday to Thursday	07:00 - 06:59 07:00 - 06:00			

Premises licence holder(s):

Mr Graham Higgins

Designated premises supervisor:

Mr Graham Higgins

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 admission of children under the age of 18 to film exhibitions permitted under the terms of this licence shall be restricted in accordance with any recommendations made
 - a. By the British Board of Film Classification (BBFC,) where the film has been classified by the Board, or
 - b. By the Licensing Authority where no classification certificate has been granted by the BBFC, or,
 - c. where the licensing authority has notified the licence holder that section 20 (3) (b) (74 (3) (b) for clubs) of the Licensing Act 2003 applies to the film.
- 5. 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).
- 6. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
- 7. 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 or birth and either -

- a. a holographic mark, or
- b. an ultraviolet feature.
- 8. 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: 1/2 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.
- 9. 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

Sale by retail of alcohol

Non standard timings:	Until 07:00 am on Easter, Mayday, Spring Bank and August Bank Holidays including preceding day and New Year's Eve.
Provision of late night refreshment	
Location of activity:	Indoors
Performance of a play	
Location of activity:	Indoors
Exhibition of a film	
Location of activity:	Both indoors and outdoors
Performance of live music	
Location of activity:	Both indoors and outdoors
Performance of recorded music	
Location of activity:	Both indoors and outdoors
Performance of dance	
Location of activity:	Both indoors and outdoors

Conditions consistent with the operating schedule relating to the licensing objectives

The prevention of crime and disorder

- 10. 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.
- 11. The CCTV system will cover all areas of the premises occupied by the public under the terms of the licence, including corridors and stairways (excluding WCs and changing rooms).
- 12. 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.
- 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. 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.
- 18. The CCTV system will be adequately maintained and be capable of transporting recorded material onto a removable media.
- 19. In the event of any CCTV equipment failure expeditious attempts will be made to rectify any faults and these attempts shall be documented.
- 20. 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.
- 21. 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.
- 22. The minimum number of door supervisors for the premises is 1 per 150 customers unless the number of customers attains or exceeds 1,500 when provisions for managing larger numbers should be stated in the event risk assessment.
- 23. In the event of a 'high risk' as identified by West Yorkshire Police, the minimum ratio of door staff to customers shall be 1 per 100, whatever numbers are expected.
- 24. The premises licence holder/designated premises supervisor will ensure that a 'Daily Record Register' is maintained on the premises by the door staff.
- 25. 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).

- 26. The Daily Record Register will be retained on the premises for a period of twelve months from the date of the last entry.
- 27. 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.
- 28. 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.
- 29. The Incident Report Register will be produced for inspection immediately on the request of an authorised officer.
- 30. The Incident Register will be retained on the premises for a period of twelve months form the date of the last entry.
- 31. A policy for searching patrons at the entrance to premises will be adopted and prominently displayed on the premises.
- 32. 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.
- 33. The premises licence holder/designated premises supervisor will prominently display notices which inform customers that open bottles or glasses may not be taken off the premises.
- 34. Plastic or toughened polycarbonate (or similar) glasses and bottles will be used in all outdoor areas. Plastic bottles and glasses should be used when requested by the Police.
- 35. The premises licence holder/designated premises supervisor will belong to a recognised trade body or Pub Watch Scheme where one exists, whose aim include the promotion of the licensing objectives.
- 36. 10 working days written notice shall be given the police licensing department or any publicly advertised events. The written notice shall contain details of the name of the event, expected numbers, rooms/areas to be used as identified on the plans and number of door staff to be deployed.
- 37. The premises have a current Fire Risk Assessment
- 38. A suitably trained first aider or appointed person will be provided at all times when the premises are open. Events over 1,000 capacity require additional first aid measure.
- 39. An appropriately qualified medical practitioner will be present throughout any sporting entertainment.
- 40. A written health and safety policy covering all aspects of the safe use of strobes, lasers smoke machines or any other special effects, will be provided and staff will be appropriately trained.
- 41. No under 18s permitted on the premises during the hours of operation after 22.00 hrs.
- 42. Any authorised officer of the responsible authorities shall have free access to the licensed site while the licence is in force. There will be a written communication policy. Persons identified in this policy including key personnel involved in security, CCTV monitoring, crowd control and fire stewarding should have access to communication devices.

- 43. For Events with 1,000 people or more the following shall apply an event specific risk assessment will be submitted to the responsible authorities for all events, where more than 1000 people are expected to attend, or at the request of the authorities due to an identified risk such as artists associated with problems, promoters associated with problems or activities which are unusual at the premises such as drinks promotions. The risk assessment will be submitted to West Yorkshire Police and the Licensing Authority at least 10 days prior to any such event. For Events with 1,000 people or more the following shall apply:-
- 44. The event specific risk assessment shall be accompanied by an event specific, high quality detailed plan which clearly shows the following:
 - a. Rooms and areas to be used labelled using letters/numbers or names
 - b. Maximum capacity of all rooms/areas to be used
 - c. Fences/boundaries, marquees/shelters
 - d. Art installations, attractions, pyrotechnics, bonfires, aerial performers or similar
 - e. Emergency access routes, first aid points
 - f. Security and CCTV control, lost property, office.
 - g. Water points, toilets, operational bars, catering.
- 45. A minimum of 2 'First-Responders' with first-aid and resuscitation equipment will be present at any event over 1000 capacity.
- 46. A minimum of 1 female SIA badged door supervisor shall be deployed.
- 47. A safety officer will be appointed for any event over 1,000 and shall be responsible solely for monitoring different rooms and areas and ensuring capacity is not exceeded.
- 48. No possession or consumption of psychoactive substance (excluding alcohol and tobacco) shall be allowed.
- 49. The event specific risk assessment will cover risks and appropriate measure including:
 - a. Numbers expected, type of crowd, acts performing, security and steward numbers (which shall be appropriate to the factors of risk assessment) security and stewarding policy (including chain of command) special search and first aid policies introduced for events with identified risk, unusual or dangerous activities.
 - b. Decoration and or sound/light installations brought in by external contractors or persons.
 - c. Crowd management at queues and entrance, crowd management between areas, crowd management at front of marquee stage (if applicable) and emergency access and evacuation measures.
- 50. The CCTV will cover the main entrances/s and exit/s and designated emergency egress routes from the premises.
- 51. There will be a written communication policy. Persons identified in this policy including key personnel involved in security, CCTV monitoring, crowd control and fire stewarding should have access to communication devices.
- 52. Security Staff/designated supervisors will be familiar with the premises policy commencing the admission, exclusion and safeguarding of customers whilst on the premises.

Public safety

- 53. 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 note accessible to the customers.
- 54. No strobes, lasers or smoke machines will be used at the premises unless there is a clearly displayed warning at the entrance to the premises that such equipment is in use.
- 55. The premises licence holder/designated premises supervisor will ensure that litter arising from people using the premises is cleared away regularly and that promotional materials such as flyers do not create litter.
- 56. All known on site hazards will be identified with suitable signage including warnings. Signs to be included in pre-opening check.
- 57. Public shall not be admitted to any area which has not been checked for safety and suitability of use including physical hazards, fire hazards emergency equipment. Records of checks to be dated and available on site for 12 months.
- 58. There shall be a written crowd control policy. This should cover arrival and entry, dispersal and egress, emergency evacuation and crowd management including monitoring and managing crown numbers in different areas during events.
- 59. A comprehensive fire escape capacity report for all the indoor areas and venue specific fire risk assessment shall be available on sit for inspection by responsible authorities.
- 60. There shall be a written policy for dealing with people who have become unwell, including those who appear to be affected by alcohol or drugs. This will include a designated first aid and recovery point. Staff will be appropriately trained in such procedures.
- 61. Maximum occupancies in all individual areas of the premises shall be closely monitored by management and security staff, who will ensure that they do not exceed those stated in the Fire Risk Assessment.

The prevention of public nuisance

- 62. Ensure that no nuisance is caused by noise or vibration emanating from the premises.
- 63. Noise from the premises shall be inaudible at the nearest noise sensitive premises (i) after 23:00 hours and (ii) at any time when entertainment, as defined by paragraph 2 of schedule 1 of the Licensing Act 2003, takes place on more than 30 occasions per year.
- 64. The Licence Holder and their designated premises supervisor will ensure that patrons use external areas in a manner which does not cause public nuisance to nearby residents and businesses in the vicinity.
- 65. Clear and legible notices shall be displayed at exits and other circulatory areas requesting patrons to leave the premises 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. The activity of persons leaving the premises shall be monitored and they shall be reminded to leave quietly where necessary.
- 66. A facility shall be provided for customers to order taxis/private hire vehicles. Telephone numbers for taxi/private hire firms shall be displayed in a prominent location. Where possible there should be liaison with a taxi/private hire firm to ensure a ready supply of transport and thereby reduce disturbance. To prevent disturbance a waiting area within the premises shall be available.

- 67. 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.
- 68. Noise from a licensable activity at the premises will not be audible at the nearest noise sensitive premises which are to the South East at Grange Road and Grange Close.
- 69. There shall be no external loudspeakers between 23:00 and 09:00 the following day.

Protection of children from harm

70. The premises licence holder/designated premises supervisor will ask for proof of age from any person appearing to be under the age 21 who attempts to purchase alcohol.

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

None

- Select Protective Marking -



APPLYING FOR A SUMMARY LICENCE REVIEW

Application for the review of a Premises Licence under Section 53a of the Licensing Act 2003

(Premises associated with serious crime or serious disorder or both)

Insert name and address of relevant Licensing Authority and its reference number (optional):

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

Please read the following instructions first

Before completing this form, please read the guidance notes at the end of the form. If you are completing this form by hand, please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

PC Andy CLIFFORD I,

(on behalf of) the Chief Officer of Police for the West Yorkshire Police area apply for the review of a premises licence under Section 53a of the Licensing Act 2003.

Part 1 – Premises detail

Postal address of premises or, if none, Ordnance Survey map reference or description:

Beaver Works 36 Whitehouse Street Hunslet

Town/City: Leeds

Part 2 – Premises licence details

Name of premises licence holder (if known):

Graham HIGGINS

Number of premises licence (if known): PREM/02803/005

Part 3 - Certificate under Section 53a(1)(b) of the Licensing Act 2003 (please read Guidance note 1)

I confirm that a certificate has been given by a senior member of the police force for the police area above, that in his/her opinion the above premises associated with serious crime or serious disorder or both, and the certificate accompanies this application. (Please 'check' the box to confirm)

Part 4 – Details of association of the above premises with serious crime, serious disorder or both (please read Guidance note 2)

On 9th December 2023 Beaver Works were holding a Casa Loco baseline event which began early, sometime from 18:00hrs.

At approximately 21:00hrs a fight broke out inside the venue involving several males. Door staff then intervened at which point a doorman was assaulted and sustained a severe injury to the inside of his lip which required hospital treatment.

On 10th December 2023 in the early house of the morning a male presented at Leeds General Infirmary with an injury consistent with a stab wound to his back and a slash wound to his arm.

The victim in this case stated that he was in the venue with his friends and was able to purchase alcohol. During the event his friend was assaulted by another male, at which point he attempted to break it up. The victim stated that at this point he was assaulted numerous times. The victim then left in order to avoid further issues and caught a taxi to his friend's house. At this point his friend has noticed the victims clothing soaked in blood. It is at this point the victim has realised he has a puncture wound to his back and began feeling faint. The victim then attended the LGI where he received treatment for his injuries.

I believe this incident is linked to the same one whereby the doorman was assaulted.

 \boxtimes

Postcode:

LS10 1AD

The victim in this case is a child at 16 years old. The friends he was in attendance with at the venue were also 16 years old. The victim also stated that he was aware of roughly 50 people present inside the venue at the time who were all underage.

Baseline events are notoriously difficult events and are frequently associated with crime and disorder. The fact that a child was able to gain entry to this event, purchase alcohol and then become involved in an altercation where he was stabbed is deeply concerning.

It is my view that the protection of children from harm is by far the most important licensing objective to uphold and should be one of the easiest to achieve but the venue has fallen far below upholding the objective.

This incident alone demonstrates serious crime and disorder being linked to the premises. As such West Yorkshire Police are concerned that while these premises are open and operating, that public safety cannot be maintained and would ask the Licensing Sub-Committee consider immediate suspension of the premises licence until the Review proper.

Signature of applicant::::/		 Date:	13/12/2023
Capacity: Police Licensi	na Officeir /		

Contact details for matters concerning this application:

 Address:
 Licensing Dept, Elland Road Police Station, Elland Road, Leeds, LS11 8BU

 Telephone numbers:
 E-mail address:

Notes for Guidance

1. A certificate of the kind mentioned in the form, must accompany the application in order for it to be valid under the terms of the Licensing Act 2003. The certificate must explicitly state the senior officer's opinion that the premises in question are associated with serious crime, serious disorder, or both.

Serious crime is defined by reference to Section 81 of the Regulation of Investigatory Powers Act 2000. In summary, it means:

- 'Conduct that amounts to one or more criminal offences for which a person who has attained the age of 18 and has no previous convictions, could reasonably be expected to be sentenced to imprisonment for a term of three years or more'; or
- 'Conduct that amounts to one or more criminal offences and involves the use of violence, results in substantial financial gain or is conduct by a large number of persons in pursuit of a common purpose;
- Serious disorder is not defined in legislation and so bears its ordinary English meaning.
- 2. Briefly describe the circumstances giving rise to the opinion that the above premises are associated with serious crime, serious disorder, or both.



CERTIFICATE

Under Section 53a(1)(b) of the Licensing Act 2003

*Delete as applicable.

I hereby certify that in my opinion the premises described below are associated with both serious crime and serious disorder.

Premises details

Premises (include business name and address and any other relevant identifying details):

Beaver Works 36 Whitehouse Street Hunslet LS101AD PREM/02803/005

I am a (insert rank of officer giving the certificate, which must be superintendent or above):

SUPERINTENDENT

in the West Yorkshire Police Force.

Optional

I am giving this certificate because I am of the opinion that other procedures under the Licensing Act are inappropriate in this case, because:

(Give brief description of why other procedures such as a standard review process are thought to be inappropriate, e.g. the degree of seriousness of the crime and/or disorder, the past history of compliance in relation to the premises concerned).

The seriousness of a recent stabbing incident involving a child on the licensed premises, combined with the apparent presence of a large volume of other children there at the same time, leads me to believe that public safety is at risk and that an immediate suspension of the premises licence is necessary to protect public safety. A standard review process cannot achieve this.

Signed:	SUPT D. WOOD	Date: \3	12	2023
olgriou		Baton		

RESTRICTED

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Notice of Decision of the Licensing Sub Committee



Interim Steps

Date of Meeting:	15 December 2023
Determination Date:	15 December 2023
Notice of Decision:	15 December 2023
Members:	Cllr L Farley (Chair) Cllr S Holroyd-Case
Legal Officer:	Robert Brown, Principal Legal Officer
Licensing Officer:	Matthew Nelson, Principal Licensing Officer
Premises:	Deever Werke, 26 Whitehouse Street Hundet
	Beaver Works, 36 Whitehouse Street, Hunslet, Leeds, LS10 1AD

West Yorkshire Police having made an application for summary review of the premises licence of Beaver Works, 36 Whitehouse Street, Hunslet, Leeds, LS10 1AD pursuant to s.53A of the Licensing Act 2003, two members of the Council's Licensing Sub-Committee (herein referred to as "the Committee") met via remote means to consider whether it was necessary to take interim steps pending the determination of the substantive application. The Legal Officer, Licensing Officer and Officers from Governance Services also attended via remote means.

Members of the Licensing Sub-Committee had been provided in advance with a copy of the Report of the Chief Officer Elections and Regulatory. Appended to that Report were copies of the following:

- A copy of the premises licence;
- An application submitted by West Yorkshire Police ("WYP") for a summary review of the premises licence;
- A certificate under s.53A(1)(b) of the Licensing Act 2003 from a senior officer of WYP that in the opinion of that officer the premises are associated with serious crime; and
- A copy of the Guidance issued under section 182 of the Licensing Act 2003, relative to Summary Reviews.

Only two members of the Licensing Sub-Committee were available for the meeting. Attempts to secure a third member had proved unsuccessful. The meeting therefore proceeded with two members.

P.C. Clifford of West Yorkshire Police made himself available to answer questions from the Committee as required, as did the Premises Licence Holder and Designated Premises Supervisor, Graham Higgins, and his legal representative, Michelle Hazlewood of John Gaunt & Partners, Solicitors.

The Committee noted the reasons for the application for review set out by the West Yorkshire Police and that they seek immediate suspension of the premises licence.

Decision

Having carefully considered the available information and having deliberated in private session, the Licensing Sub-Committee unanimously resolved to suspend the licence of Beaver Works, 36 Whitehouse Street, Hunslet, Leeds, LS10 1AD, with immediate effect, pending the substantive hearing of the review application.

<u>Reasons</u>

While some of the details surrounding the incidents at the premises on 9 December 2023 are currently still unclear, it was apparent that a member of the security staff at an event being held at the premises was assaulted and also that a 16-year-old male sustained injuries consistent with a stab wound to his back and a slash wound to his arm. The victims of both incidents required hospital treatment. The Committee considered the incidents to constitute serious crime for the purposes of section 53A of the Licensing Act 2003.

Although Mr Higgins said that he had not observed groups of 16-year-olds at the event, the victim of the stabbing had told Police that there were some 50 or so attendees who were under 18. Mr Higgins told the meeting that he accepted that the venue should install I.D. scanner facilities. He also said that a knife scanner arch could be used. However, P.C. Clifford was unable to say whether the stab wound and slash wound were caused by a knife or other weapon brought into the building by one of the attendees as opposed to being a "weapon of convenience" already within the venue (such as a glass or other sharp object).

While P.C. Clifford said he sympathised with Mr Higgins' position regarding the possibility of public disorder and possible violence if the event had been brought to an abrupt end early, it appeared to the Committee that there was a lack of advance planning as to how such an incident should be dealt with so as to ensure that any suspects were quickly apprehended whilst managing the risk of serious disorder and/or further serious crime taking place. The suspect's arrest had apparently only occurred after the individual had left the building.

P.C. Clifford said that the security staff had expressed dissatisfaction towards the first two police officers who had arrived on the scene when they had waited for other officers to arrive rather than entering the venue when another fight had apparently broken out inside. The Licensing Sub-Committee found that the incidents of violence associated with the premises were serious, had resulted in serious injury and that there was a significant risk that further similar violent crimes could take place. The Committee found that interim steps were necessary to avoid further violent crimes from taking place and to promote the prevention of crime licensing objective. The Committee took the view that to modify or add to the existing conditions of the licence at this stage would not adequately address the risk of further violent offences taking place at the premises and that to remove the designated premises supervisor would have no effect on the commission of violent offences in the future, as the problem was not caused by Mr Higgins. Indeed, it was to be hoped that he would be able to address the issues in conjunction with the Police.

P.C. Clifford indicated that the Police would seek urgent discussions with the licence holder with a view to addressing the concerns. The Committee was pleased to note the licence holder's cooperation and keenness to address the concerns. It might be the case that if such discussions take place quickly and constructively, the situation might be reached in which the Police would be satisfied that the suspension of the licence would no longer be necessary.

However, that was not the current position, and the Committee was not prepared to take the risk that whatever steps were required were not put in place before any further licensable activities took place.

Right of Appeal

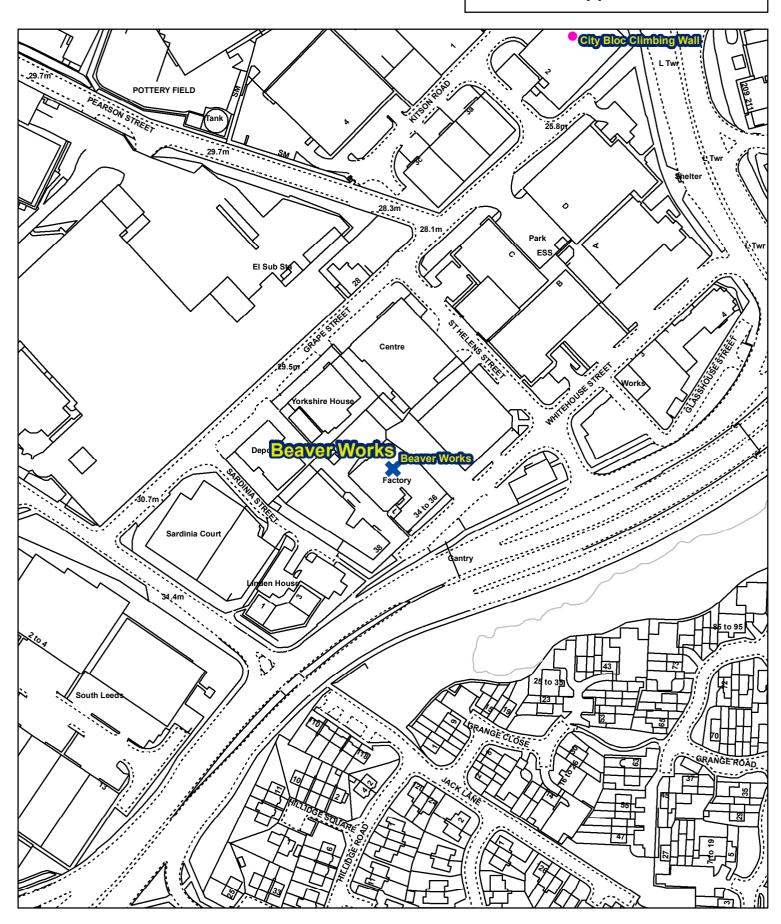
There is no right of appeal at this stage of the summary review process. However, the legislation permits a premises licence holder to make representations against the interim steps taken by the licensing authority.

On receipt of such representations the licensing authority must (if the representations are not withdrawn) hold a hearing within 48 hours of their receipt.

Further information on making a representation against the interim measures can be found in the Guidance issued under section 182 of the Licensing Act 2003.

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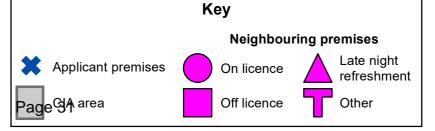
Appendix E



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

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Objection 01

Appendix F

From:	
То:	Entertainment Licensing
Cc:	
Subject:	Beaver Works
Date:	29 December 2023 03:45:19

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Learn why this is important

Hi,

I've been told that Beaver Works have had to cancel the NYE event due to incidents on 9th December with a license review following shortly after.

I've been going to events down there for a very long time and it saddens me to hear about negative incidents. Throughout its long history Beaver Works has had a uniquely friendly vibe. The staff and security really care about everyone in there and primarily treat us all respectfully as people, I think this goes a long way to making people feel at ease and keeping any tensions at an absolute minimum.

Its always been a place thats given people a chance to do their thing. They've always supported the more 'fringe' styles of music and given huge numbers of young local people a place on the bill alongside established national and international artists - I was indeed one of these young people a long time ago! Access to spaces to perform has always been difficult for the young and less affluent, so Beaver Works is a really culturally important spot in Leeds.

I actually had the first office for my business at Beaverworks in 2008/9. We're still going strong with warehouses in Saltaire, Belgium and Colorado now. When we were down there it was a real melting pot of small, often design/arts focussed, businesses, mixing with the artists and musicians in the building. There was a lot of crossover and it acted as a hub for people to network and share skills and resources. This is obviously outside of the buildings use as an entertainments venue, but venues need people with a really wide range of skills and passions to make them happen and a big part of what makes Beaver Works special is how it got all those people down there and gave them a canvas to do their best work on and really develop their technical or artistic skills whilst working. I did my own first 'events' work organising stages at the Unity Day festival in 1997 (I went to school in Hyde Park) so these 'foot in the door' type opportunities are really invaluable and increasingly rare in the arts and music world. Beaver Works still actively supports a lot of grassroots Leeds community organisations and events, so that link is still there. They also employ a lot of young people involved in the arts and music scene in Leeds. Off the back of my Unity experiences I ended up getting sound and light work that eventually ended up with me at Northern Ballet as their sound engineer - and quite a few of the techs from the ballet and opera north did work in Beaver Works, plus we ended up with bits of theatre set (the iconic fans in the warehouse are from a ballet set) and other paraphernalia decorating Beaver Works venue.

Whats my point? Theres a lot of crossover and interaction between Beaver Works and Leeds' other cultural powerhouses and its contribution to music and arts in the city shouldn't be overlooked. Its really a lot more than a business and 'nightclub'.

I'm now a 45 year old Managing Director but still love a night out at Beaverworks once or twice a year. Last couple of times I've seen Goldie, Jah Tubby's Soundsystem and was lucky enough to catch Jah Shaka's last ever session in Leeds before he passed away early this year. At both of these events I saw different old friends with their adult children, sharing their love of music and showing how magical it can be when a good crowd gather at a great place with the best vibes.

I hope your team can see that Beaver Works is an asset to our city run by a team of dedicated and passionate people, who I am sure ar utterly mortified that these negative incidents occurred in their place. I am sure they will do everything in their power to learn any lessons from this and keep offering the people of Leeds an exciting whilst safe place to experience the best music events in the land.

Regards



From:	
То:	Entertainment Licensing
Cc:	
Subject:	Beaver Works - Licensing Review
Date:	29 December 2023 00:18:46

Dear Licensing,

I am sending this email to you to show my support for Graham and the team at Beaver Works on Whitehouse Street LS10 1AD.

I worked at the venue for 7 years as a promoter from 2013-2020. The venue provided me valuable employment as it does for so many people in Leeds.

During my time at the venue I hosted 20+ events which allowed me to employ my team of around 18 people. I know the venue team well, which is another 30+ people who have full time employment because of the venue. For each event I hosted there were around 70+ local artist and performers as well as street food traders.

I have seen Graham operate for many years and know the venue to be incredibly safe compared to many others. As a trained SIA I can confidently say the security team are tight and professional as well as lovely.

Graham taught me how to run a venue and I have since gained my own premises license for a 1800 capacity club which I now run which helps funds the Riverside Youth Project in Bristol BS2 9ES.

I've witnessed and helped Graham soundproof the venue to extreme levels to help ensure the neighbours are not disturbed and have seen first hand the lengths he and the team go to to ensure all guests and local neighbours are happy.

I hope the venue can continue to be a crucial part of Leeds' night time economy and community. There is nowhere in the world quite like Beaver Works and long may it continue.

Many thanks,



Objection 03

From: To: Cc:	Entertainment Licensing
Subject:	Re. Beaverworks, Graham Higgins, and the future of young event professionals in Leeds.
Date:	29 December 2023 00:47:06

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Learn why this is important

To whom it may concern,

I'm sure there will be an influx of e-mails from friends and family of Beaverworks, it's that kind of place. I'd really like to share some insight into the venue from a different perspective.

I am a small business owner based nearby in Wakefield. I studied technical event production at a local university and graduated in 2018. From there, I started working in several venues across Leeds, such as the O2 Academy, First Direct Arena, Freedom Mills, Belgrave & Headrow House amongst others. Despite those venues having some amazing line-ups and shows, I have always found myself choosing to work back at Beaverworks, for a couple of reasons;

The experience. You simply won't find cultural diversity anywhere in Leeds, or Yorkshire, like you do at Beaverworks. I could write about this all night, and I will if needed, but I believe there are plenty of people who will attest to the venue being truly unique in its approach to clubbing, social events and everything else that it caters for.

The opportunity for young professionals. I owe the success of my business entirely to Graham Higgins and his club. West Yorkshire is a hub for young professional live events technicians, due to the Academy of Live Technology (formally Backstage Academy). The university is based just south of Wakefield, is one-of-a-kind in the UK, and has graduated hundreds of new audio/video/lighting technicians, many of whom choose to continue to live locally in Leeds post-grad. I started a lighting design and rental company whilst at university, but when the pandemic hit, my business was on the edge of being completely destroyed. Graham heard about my situation through a mutual friend, and reached out to help with storing my equipment and surviving through unprecedented times. When events started back up again, he gave me the opportunity to work with the various promoters at Beaverworks, and I built my business from there.

Whilst running my business post-lockdown, I've had the opportunity, because of Graham & Beaverworks, to bring in countless students and graduates to gain invaluable experience in their careers in Live Events, in a way that no other Leeds venue can offer. Beaverworks isn't just beneficial for the nightlife and culture, it is a lot of young people's first steps in their professional careers. Working at such a uniquely amazing place has given me and so many others the confidence to take bigger and bigger steps, in a way that no other venue in Leeds could.

This year, I designed stages for Leeds Millenium Square, Slam Dunk festival and Beatherder, with knowledge and experience I gained at Beaverworks.

Another student who started off working with me at underground events at Beaverworks has just got back from touring with Fat Boy Slim.

Another student now designs and runs Christmas trails that are visited by hundreds and thousands of people each year, with last years being in Leeds' Roundhay park.

I could list so many more!

I have always found it impossible to really explain how truly unique that place is, and how much more it means to people than a brick building used for clubbing. Graham has opened his doors to so many people who wouldn't have found opportunities like it anywhere else. It isn't just DJ's, or promoters, either. Young professionals like myself, LDC radio, performing acts such as Swordpunk & Fire at the Disco, photographers, videographers, artists, Graham and Beaverworks have allowed all of those local people to get a foot in and be part of something so much bigger. Beaverworks is a nightclub that gives back so much more than I could ever explain to anyone, but I've tried.

The fact that one isolated event could take away so much from the future of people in Leeds is simply tragic.

I have cc'ed in **the second se**

Sincerely,

?	
	2

From:	
To:	Entertainment Licensing
Cc:	
Subject:	RE: Beaver Works Leeds & It"s Cultural Significance
Date:	29 December 2023 01:54:16

You don't often get email from

Learn why this is important

Dear Leeds Licensing,

My name is **11**; I'm 25 years old and live in Wakefield. I have a Live Events Production degree and have attended many nights out at Beaver Works for the past 3+ years. I occasionally work as an Artist Liaison for various promoters who hold events at the venue.

After being informed of a recent incident at Beaver Works, I wanted to express my adoration for the venue, highlighting the wonderful opportunities that Beaver Works has created and maintained for many people over the years.

Beaver Works is a fully immersive, family-ran venue which allows its attendees to escape the constraints of everyday life. The venue and the experience it brings spark feelings of joy, freedom and excitement I've never experienced elsewhere.

It is an unspoken rule that everybody who steps into Beaver Works will be treated equally, fairly and with the utmost respect. No matter who you are, you feel a sense of value and security, knowing that the people around you (strangers included) will care for you should anything go wrong.

I am deeply saddened to learn that the actions of one person have tainted the friendly and inviting reputation that Beaver Works proudly holds in its community. The incident occurring on the 9th of December is a complete anomaly and should not negatively define Beaver Works.

I have *always* felt safe and secure whilst attending nights and working at the venue. I have never been somewhere where you can tap *anybody* on the shoulder and befriend them instantly. Beaver Works provides a welcoming, open and safe space for its attendees to share the love of music and unite as a community. Beaver Works is a family.

Beaver Works is also extraordinary in the way it supports the learning and development of students who are interested in hosting events. As a Live Events Production Graduate, I know that many of the larger venues in Leeds do not offer these kinds of opportunities.

The venue grants creative freedom to new promoters, giving them a 'sandbox' environment to host large-scale events without judgment due to their lack of experience or the fear of failing financially, i.e. low ticket sales.

The venue acts as a vital foundation for creative people to flourish. I have spoken to many DJs, Bands, Performers, Event Promoters and Technicians who all agree that Beaver Works was the venue that allowed their now-successful careers to take off.

The venue hosts many events that bring in people from the entirety of the UK. From my personal experience, I have met people at the venue who have travelled from London and beyond to see their favourite DJs play live. For example, Beaver Works will hold Leeds' first ever 'BOILER ROOM' event in February. BOILER ROOM is an iconic global brand that hosts events in major cities such as New York and Tokyo. Undoubtedly, this event will be a huge success, boosting tourism, generating income for the venue and the city

centre, and, as a whole, putting Leeds on the map.

I could write for days about the significant and cultural impact that Beaver Works has on Leeds and its development, and I genuinely believe that there is *nowhere else* like it. I am devastated to see many independent and grassroots music venues forcefully closing down across the UK; we must protect Beaver Works at all costs.

Thank you so much for taking the time to read my email, and if you need any further information or supporting evidence, please do not hesitate to get in touch.

Kindest regards,



From:	
То:	Entertainment Licensing
Cc:	
Subject:	Beaver Works
Date:	29 December 2023 07:56:07

You don't often get email from

Learn why this is important

To whom it may concern.

We understand that the Beaver Works licence is under review, on behalf of we would like to tell you why Beaver Works is culturally important for Leeds.

Beaver works is a unique and important cultural hub where dance music culture can be celebrated in a safe environment, by a truly diverse clientele and provides essential accessible industry specific employment opportunities.

Over 25 years Beaver Works has been a right of passage for a diverse audience. Different from other venues in the city, Beaver Works put the audience and love of sharing good music at the heart of all that they do.

Leeds was once home to many vibrant venues but over the last 2 decades has seen a decline in independent and diverse venues. The loss of Beaver Works would be damaging to Leeds culturally and be another kick in the teeth for a struggling performance and arts community.

Leeds synonymous with nightlife in the UK, up there with Liverpool, Manchester and London. This is not because of corporate bar nightlife but because of venues such as Beaver Works that are the DNA of music culture, where new music and genres are born on dance floors and performance careers can grow.

We would love to discuss in more detail the cultural, industrial and investment importance of Beaver Works in more detail, if we can be of any assistance to the review please let us

know.



Sent from my iPhone

From:	
То:	Entertainment Licensing
Subject:	Beaverworks Leeds
Date:	29 December 2023 09:57:13

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rou	uoni	UILEII	yei	CIIIall	non

Learn why this is important

Hi

I am writing with regards to Beaverworks venue in Leeds, I was shocked to hear about the incident on the 9th of December and based on that the venues licence has been revoked. I run a small PA hire company based in Huddersfield and have been involved with the venue for over 10 years in many aspects such as running events there and working as a freelance sound engineer for Graham and who own the venue. I must say the owners are the nicest people I have ever worked with in this industry, it has become more like family over the years unlike many venues in Leeds that seem to breed obnoxious and uncaring owners and employees. I have always felt safe in the venue and hardly ever seen any trouble over the years, again unlike many venues in Leeds centre. Graham and (and Beaverworks!) have played an important role in the industry and Leeds music culture for the last 25 years, they have always supported young, local, up and coming talent more so than any other venue I have worked with. They work with the community and have helped out with the local LDC Radio Station as well as involvement in Unity Day and various other community events.

Cancelling the New Year's Eve party will have a huge knock on effect to over 70 artists who have been booked to play or perform, 75% of those being local artists. On top of this people like myself who have been booked to work are now left without work for the evening, I personally have had to turn down jobs and also turn down hires for my equipment which now means my business looses out as all my customers have gone elsewhere for their NYE events.

I understand that there is a process in these matters especially with underage drinkers and how rife and easy it is to get fake ID these days. I feel like that based on services been stretched, such as the police, that the closure of the venue is more convenient to reduce stress on such a busy night, rather than being done for any safety reasons for customers. I also feel that the licence review is a bit unfair as again there are many venues in Leeds that will allow underage drinkers in and are not as strict when it comes to their doorstaff checking young peoples ID. I'm certain that this isn't a 'usual' scenario for Beaverworks and would have thought with their track record that the venue would have been given a warning rather than a straight up closure.

I am not sure if this will arrive in time or would aid in helping the venue but I wanted to air my views in support of Beaverworks and the Leeds local music culture.

Regards



From:	
То:	Entertainment Licensing
Subject:	Beaverworks
Date:	29 December 2023 11:31:32

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Learn why this is important

To whom it may concern at Leeds Licensing.

Hello my name is and I have worked the bars at Beaverworks since the start. It has always been a fun and pleasant place to work bringing fun and entertainment to so many diverse groups of society over the years . December the 9th was not a night I would wish to repeat as some customers were not our normal friendly crowd. So many will be devastated that NYE is not happening as those people have nothing in common with the trouble causing crowd. I hope moving into next year we can rebuild our friendly vibes and continue serving up music for Leeds as we have for so many years without major incidents.

Thanks for reading.

From:	
То:	Entertainment Licensing
Subject:	Beaverworks
Date:	29 December 2023 11:55:07

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Learn why this is important

of

To whom it may concern, I am writing to you on behalf of Leedsa family run funfair est in 1890.

As a local showman from 4 generation from Leeds and attending festivals/events all round Leeds and Yorkshire, I just wanted to say how important I think Beaverworks is to the Leeds culture and night life. I have attended many events at Beaverworks over the last 15 years and I have never witnessed any trouble, They are the most friendly owners and helpful staff Iv ever had the pleasure of working with.

They run on average 20 well staffed and well organised events a year which has resulted in no trouble in all my years working with them.

Iv seen so many students come and enjoy the place and its facilities and I don't think there is anywhere else quite like it. They use and source all local talent for there events, which gives Leeds people a chance to get started in there musical careers and I have witnessed some fantastic talent start there . The owners truly care about there customers experience at the beaverworks and it apparent, they put so much into the events to make sure each one is safe and different for Leeds diverse culture. There is nothing in Leeds quite like it. I hope this email finds you well,

kind regards



From:	
То:	Entertainment Licensing
Cc:	
Subject:	RE: Beaverworks Leeds
Date:	29 December 2023 12:03:00

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Learn why this is important

To whom it may concern,

I write to you in regard to the license review for Beaverworks in Leeds. In my view it would be a huge loss to Leeds and the music and culture scene if Beaverworks were to lose their license. I am aware of what has been stated by the Police but find this very hard to believe as I have attended Beaverworks on many occasions as an attendee to many of their great events and also as a Lighting operator, never once have I felt at unease or threatened in any way and I love the atmosphere that you only get at the Beaverworks experience.

I would urge you to really consider what Beaverworks brings to the table for the Leeds music scene and also what joy it brings to the people who attend. I am not sure how many people attend Beaverworks but where would those people go if it was to shut down? Clubs in Leeds in general have incidents too but they never seem to get any hassle and they also price the drinks way too expensive so all that will happen is that people will take the party 'home' and you will have a rise in house parties which obviously you do not want, at least in Beaverworks you have them in a controlled environment.

Please do not take away one of the last remaining great event spaces in Leeds, it would be detrimental on so many levels and another poor decision that will eventually contribute to the slow demise of Leeds as an entertainment city that we can all be proud to work in.

Kind regards

From:	Entertainment Licensing
То:	
Cc:	
Subject:	PREM/02803/006 FW: Beaverworks
Date:	29 December 2023 12:12:12

From: Sent: 29 December 2023 12:04 To: Entertainment Licensing <Entertainment.Licen@leeds.gov.uk> Subject: Beaverworks

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Learn why this is important

Subject: Support for BeaverWorks Nightclub

Dear Licensing Office,

I hope this letter finds you well. I am writing to express my concern regarding the potential closure of the BeaverWorks nightclub. As a longstanding business resident in the community for fifteen years, I have observed the positive impact the nightclub has had, particularly among the youth who frequent it.

Graham and his team work tirelessly to put Leeds on the map of the world music scene and their efforts make an otherwise "forgotten" area relevant. They always ensure that the area is tidy after they have had an event and our street is all the better for it.

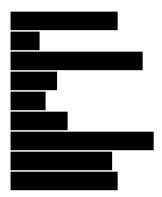
BeaverWorks has played a crucial role in our community, not only as a vibrant entertainment venue but also as a deterrent to criminal activities. The staff and team at BeaverWorks have been instrumental in preventing break-ins and ensuring the safety of our properties. Their presence has significantly contributed to a sense of security and community cohesion.

Closing the nearby nightclub would be a loss to the community and the youth who enjoy the social atmosphere it provides. It serves as a place for entertainment, socialization, and cultural expression. Moreover, the economic contribution of the nightclub to our local businesses cannot be understated.

I kindly request you to consider the positive aspects that the nightclub brings to our community and the collaborative efforts between BeaverWorks and local residents in maintaining a safe environment. I believe a comprehensive assessment of the situation will reveal that the benefits of keeping the nightclub open far outweigh any potential drawbacks.

Thank you for your time and consideration.

Kind regards



From:	
То:	Entertainment Licensing
Subject:	Beaverworks Licence Review
Date:	29 December 2023 12:51:03

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Learn why this is important

To whom it may concern,

I understand that a licence review is to take place for the Beaverworks Venue at the beginning of January. I am writing this email in support of Beaverworks. Independent venues like Beaverworks are vitally important in supporting new artists and performers as well as offering an alternative to the city centre venues. I have always found the staff to be very friendly and helpful. I would urge you to allow Beaverworks to keep their licence.

Feel free to contact me if you have any questions in this regard.

Regards,

Page 48

From:	
То:	Entertainment Licensing
Cc:	
Subject:	Licensing
Date:	29 December 2023 13:38:02

[You don't often get email from https://aka.ms/LearnAboutSenderIdentification]

. Learn why this is important at

Good afternoon,

We believe a licensing review is imminent for our neighbours at Beaverworks and we just wanted to express how important this venue is to the Leeds community and beyond.

Beaverworks provides opportunities for up and coming artists and allows them to showcase their talent more than any other venues in Leeds. It is imperative to the local music scene.

Beaverworks has also helped drive business through our doors and expose us to clients we wouldn't normally have reached. Throughout our 10+ years of being neighbours we have felt honoured to be able to see the development and progression of such a community focused company.

We hope some of our points will be taken into consideration when you are reviewing the licence.

Regards,



Sent from my iPhone

From:	
To:	Entertainment Licensing
Cc:	
Subject:	Beaver Works
Date:	29 December 2023 13:38:51

. Learn why this is important

To whom it may concern,

You don't often get email from

I am writing as I have heard about a recent license review at the venue Beaverworks / Beaver Works.

I came to Leeds as a student in the early 2000s and chose to stay on and live here following completion of my studies. In my time as a student, young professional and now father, Beaverworks has been consistent in being a unique and special place for me, my friends and my family.

I have attended all manner of events - of course mostly nighttime clubbing gigs - but also family friendly barbeques, world cup showings and even art shows that I strongly believe would not have found an alternative venue within the city.

I consider myself fortunate to be a patron of Beaverworks - the sheer variety of artists and groups that are hosted there, given a platform to perform and become successful is unparalleled. Beaverworks is a key part of Leeds' cultural heritage - in the past, the present and continuing into the future. The management and promoters who work hard to put events on there should be praised and encouraged to continue providing this valuable and rare cultural experience for as many people as possible.

I have always found the atmosphere to be safe, welcoming and friendly. This is is stark contrast to many other clubs and bars I have been to across the city.

As well as the events that Beaverworks put on, I believe they are also very much involved in the creative arts and music scenes - for example supporting Leeds' newest radio station -LDC Radio - as well as letting students and other organisations use the space for photo shoots, practicing performance in a large space and being able to use the space for an affordable rate, even free! Again, this is something I am not aware of in other venues.

Nightclubs may not be held in the same regard as art galleries or theatres, but in my humble opinion they are of equal, if not higher importance to the cultural heart of Leeds, beneficial to a whole cross section of the community.

If you have any questions or comments, or wish to discuss Beaverworks further, I'd be happy to do so.

Thanks,

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From:	
То:	Entertainment Licensing
Cc:	
Subject:	Beaverworks Licence Review
Date:	29 December 2023 14:01:16

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Learn why this is important

To whom it may concern

As a director of one of the leading AV providers in Leeds, who has been working with Beaverworks for approx 20 years, I am deeply concerned by the prospect of losing this important venue. Currently as the leading independent music venue in Leeds, its closure would have a deep and wide ranging detrimental impact on our city and its community.

Beaverworks brings such a wealth of opportunity for local artists, producers and promoters, as well as bringing a huge amount of visitors to the city every week with a variety of diverse events that promote equality and diversity through the range of artists and culturally significant events they support.

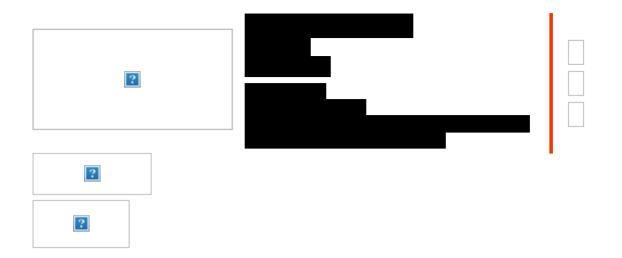
With the current demise of nightclubs in the UK due to rising operational costs, it is really important that the council support venues to stay open, especially ones as influential as Beaverworks. I know the management team is 100% committed to ensuring the safety of their customers and staff. They have worked so hard over the past twenty years to develop a friendly space where people from all backgrounds feel accepted. I have seen Beaverwork support so many young talented artists as a springboard for local talent to start their careers.

It is so important to support underground culture in Leeds to thrive and we are in danger of it disappearing altogether which would have a detrimental impact on the young people in our city. There are not enough independent venues and Beaverworks is cherished by a huge community of people in Leeds and beyond. This venue has the most diverse customer base than any other venue in Leeds and I consider this venue to be at the hub of cultural activity in our city.

I am also really worried about the impact of Beaverworks closing would have on so many people working in the industry, not just for their own staff but all the freelancers who work there regularly, AV companies such as ours who rely on these venues for our own survival. The Leeds based artists, promotors, contractors, hire companies and varied supply chain It supports is substantial. Closing this venue would create a domino effect of instability in our industry that has suffered so much in the past few years and is generally feeling unsupported and under valued.

Licensing must support the venue to stay open, it has a huge creative impact on our city and with Leeds 2023 cultural agenda at the heart of the council's creative activity, I think closing this venue will be harmful and reverse a lot of the good work that has gone into growth and development in this sector.

Yours sincerely



From: To: Cc: Subject: Date:	Entertainment Licensing Licensing 29 December 2023 14:58:26	
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Leeds Licensing.

I am writing this email to you about beaverworks.

Beaverworks is an extremely special place to most of Leeds. It's a place for everyone who doesn't fit in anywhere else. It's a large reason people come to Leeds and is a massive part of Leeds culture if not the most cultural thing about it.

There would be a huge number of house party's and free party's every weekend if beaver was to lose their license. Places in leeds simply cannot cater for all those peoples needs.

I'm also a young artist (19) and beaverworks has been extremely important for me in my journey. I aswell as many other younger emerging artists in leeds will find it hard and the scene will likely die out. I know I'll be leaving leeds and I know other people will too.

Please consider whats about to be lost.

From:	
To:	Entertainment Licensing
Cc:	
Subject:	Beaverworks Licence Issue
Date:	29 December 2023 15:26:28

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Learn why this is important at

Dear Sir / Madam,

I hope this message finds you well. I wanted to express my support for Beaver Works in light of the upcoming license review on January 10th.

It was disheartening to hear about the incidents on December 9th that led to the cancellation of the NYE party. Beaver Works has been an integral part of the Leeds music and cultural scene, and its unique and irreplaceable ambiance has contributed significantly to the city's vibrancy.

I would like to emphasize the positive impact Beaver Works has had on the local music community. The venue's commitment to showcasing young and local acts, including live performances, is commendable. The canceled NYE show alone featured over 70 such acts, providing a platform for emerging talents that might not have had the opportunity otherwise.

In my opinion, Beaver Works is more than just a venue; it is a friendly and special place that adds immeasurable value to the cultural tapestry of Leeds. I believe that preserving and supporting such spaces is crucial for the continued enrichment of our community.

Im writing to you with my positive experiences and reinforce the importance of Beaver Works. Please let me know if there's any specific information or details you would like me to include in my letter to further support your case.

Wishing you the best for the New Year that you have taken away from many.

Sincerely,

Ob	ection	17
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From:	
То:	Entertainment Licensing
Cc:	
Subject:	Beaverworks
Date:	29 December 2023 15:30:06

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Learn why this is important

Hey

My name is **1**, I'm a club promoter and DJ in Leeds and I am writing to express my support for Beaverworks, one of the best nightclubs in Leeds that has recently faced challenges resulting in a license review.

I understand that the recent incident on December 10th has prompted the need for a thorough review of the venue's license. I would like to bring to your attention the positive impact that Beaverworks has had on the local community, particularly in terms of its contribution to the music and arts scene in Leeds.

Beaverworks stands out as a unique and friendly venue that has become an integral part of Leeds' cultural landscape. Its commitment to supporting local talent, especially young and up-and-coming musicians, has been commendable. The venue has served as a launchpad for many aspiring artists, providing them with a platform to showcase their talents to a wider audience.

Beaverworks has been a positive force in promoting responsible and safe entertainment. The recent incident is undoubtedly regrettable, but I believe it is an isolated incident that should not overshadow the overall positive impact the venue has had on the community.

Leeds wouldn't be the same without Beaverworks.

Hope we don't loose another great venue for the city.



From:	
То:	Entertainment Licensing
Cc:	
Subject:	Beaver Works
Date:	29 December 2023 16:10:27

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Learn why this is important

To Whom It May Concern,

I hope this message finds you well. My name is and for over 31 years, I've been putting on events around Leeds, notably w o Basics, a night honored by the Leeds City Council. I've played a part in opening and promoting venues across the city, contributing to its growth, both economically and culturally.

I'm writing in support of Beaver Works. I've known Graham, **1999**, and **1999** for many years and have worked with them on parties for Back to Basi d Boom . I believe Beaver Works and the folks around it are crucial to Leeds' music scene. They bring in various music styles and provide a platform for local talents to shine alongside big names in the music world.

It's disheartening to hear about the recent troubles leading to the review of Beaver Works' license. In all my years associated with them, I've never known an incident. In fact, I consider it one of the best and most professional venues in Leeds. I genuinely hope this message is heard with understanding because losing such a significant part of the city's music scene would be a real shame.

Since the pandemic hit, Leeds' nightlife has taken a hit, and we're lacking venues that bring life and creativity to the city while also attracting people from outside. I want to voice my support and ask the committee to reconsider their decision about Beaver Works. It's a place that matters greatly to our city.

Sincerely,

Promoter, Back to Basics

Sent from my iPad

From:	
To:	Entertainment Licensing
Subject:	
Date:	29 December 2023 17:15:55

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Learn why this is important

To whom it may concern,

I have just seen the news and heard about the ongoings at Beaverworks Leeds. I hope you can work with them to sort the situation and make sure the unreal venue it is comes back in January.

I have worked with and the company I work for have worked very closely with Beaverworks before during and after Covid. This venue helped me and the company survive through that very difficult time so hoping this can continue.

The venue is very close to my heart and the people there are amazing with everything they do. It is an unbelievable establishment for Leeds which brings a collision of music, culture & arts together in harmony.

We alone bring 50-70 DJs from around the country to the venue on each show we do.

Truly irreplaceable!

Thank you. Hope you have a good New Year.



From: To: Cc: Subject: Date:	Entertainment Licensing Beaver Works 29 December 2023 22:00:35	
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To whom it may concern,

I have recently heard that the licence for Beaver Works is under review. In this context, I would like to share my positive experiences working with Graham, and the rest of the Beaver Works team.

Beaver Works is an incredibly important and unique venue within Leeds. It welcomes musicians across a wide range of genres and works with local event organisers to create amazing experiences. In 2013, as part of the University of Leeds Medical School Society, I approached Beaver Works to host one of our annual society events. From the outset I was impressed by Graham and his team's approachability and professionalism. From experience working with other event companies and venues in Leeds I could tell that they all genuinely cared about creating fun and safe experiences for attendees. The event was a huge success, is now the highlight of our society calendar and is still hosted at Beaver Works. Having such a kind and receptive team at Beaver Works has allowed us to showcase new talent at these events. Over the past 10 years numerous new acts from the University and local to Leeds have had the opportunity to play this huge platform. And I know first-hand that this is done to a much larger extent at many other Beaver Works events.

Beaver Works has provided a unique, kind and safe event space to so many people across Leeds; and I hope that the licensing review has a positive outcome.

Yours faithfully,

12. Summary reviews

- 12.1 Summary reviews can be undertaken when the police consider that the premises concerned are associated with serious crime or serious disorder (or both). The summary review process, set out under sections 53A-53D of the 2003 Act, allows interim conditions to be quickly attached to a licence and a fast track licence review The provisions were inserted by section 21 of the Violent Crime Reduction Act 2000 and amended by sections 136-137 of the Policing and Crime Act 2017, including the addition of section 53D.
- 12.2 The powers apply only where a premises licence authorises the sale of alcohol. They do not apply in respect of other premises licences, or to premises operating under a club premises certificate. The powers are aimed at tackling serious crime and serious disorder, in particular (but not exclusively) the use of guns and knives. The powers complement the general procedures in the 2003 Act for tackling crime and disorder associated with licensed premises and should be reserved for the most serious matters which cannot be adequately or otherwise redressed unless urgent action is taken. Separate powers in the Anti-social Behaviour, Crime and Policing Act 2014 provide for the instant closure of premises by the police in some circumstances (in essence, disorder or nuisance). The consequent review of premises licences by the licensing authority is provided for by section 167 of the Licensing At 2003.

Application for summary review

- 12.3 Section 53A of the 2003 Act sets out who may apply for an expedited review and the circumstances in which it can be used. The application is made by, or on behalf of, the chief officer of police and must be made in the form which is set out in Schedule 8A to the Licensing Act 2003 (Premises Licences and Club Premises Certificates) Regulations 2005 (SI 2005/42).
- 12.4 The completed application must be accompanied by a certificate issued by a senior officer of the rank of superintendent or above. The certificate is a formal note which identifies the licensed premises and includes a signed statement by the senior officer that in his/her opinion the premises are associated with serious crime, serious disorder or both. This form is not prescribed in legislation. However, a sample form which forces may wish to adopt is published on GOV.UK.
- 12.5 The tests to determine the kinds of conduct that amount to serious crime are set out in section 81(2) and (3) of the Regulation of Investigatory Powers Act 2000. Those tests are that the conduct:

(a) constitutes an offence for which a person who is 21 years of age or over with no previous convictions could reasonably be expected to be sentenced to imprisonment for 3 years or more; or

(b) Involves the use of violence, results in substantial financial gain or is conducted by a large number of persons in pursuit of a common purpose.

- 12.6 There is no definitive list of behaviours that constitute serious disorder, and the matter is one for judgment by the local police. The phrase should be given its plain, ordinary meaning, as is the case under section 12 of the Public Order Act 1986 in which it is also used.
- 102 | Revised Guidance issued under section 182 of the Licensing Act 2003 Page 59

- 12.7 In deciding whether to sign a certificate, the senior officer should consider the following (as applicable):
 - The track record of the licensed premises concerned and whether the police have previously had cause to give advice about serious criminal or disorderly conduct (or the likelihood of such conduct) attributable to activities taking place on the premises. It is not expected that this power will be used as a first response to a problem and summary reviews triggered by a single incident are likely to be the exception.
 - The nature of the likely crime and/or disorder is the potential incident sufficiently serious to warrant using this power?
 - Should an alternative power be deployed? Is the incident sufficiently serious to warrant use of the powers in Part 4, Chapter 3 of the Anti-social Behaviour, Crime and Policing Act 2014, or section 38 of and Schedule 6 to the Immigration Act 2016, to close the premises? Or could the police trigger a standard licence review to address the problem? Alternatively, could expedited reviews be used in conjunction with other powers (for example, modifying licence conditions following the use of a closure power)?
 - What added value will use of the expedited process bring? How would any interim steps that the licensing authority might take effectively address the problem?
- 12.8 It is recommended that these points are addressed in the chief officer's application to the licensing authority. In particular, it is important to explain why other powers or actions are not considered to be appropriate. It is up to the police to decide whether to include this information in the certificate or in section 4 of the application for summary review. The police will also have an opportunity later to make representations in relation to the full review. In appropriate circumstances the police might want to make representations to the licensing authority suggesting that they modify the conditions of the premises licence to require searches of customers for offensive weapons upon entry. Under the powers in sections 53A to 53D, this could be done on an interim basis pending a full hearing of the issues within the prescribed 28-day timeframe or for an appropriate period determined by the licensing authority.
- 12.9 Similarly, the power could, where appropriate, be used to reduce the risk of injury caused by glass by requiring the adoption of a safer alternative (but see paragraphs 12.15 and 12.16 below). However, it should always be borne in mind that the aim of the powers is to provide a selective tool, to be used proportionately.

The licensing authority and interim steps pending the review

- 12.10 Within 48 hours of receipt of the chief officer's application, the licensing authority must give the premises licence holder and responsible authorities a notice of the review and should include a copy of the application for review and a copy of the certificate, and must also consider whether it is necessary to take interim steps (place temporary conditions on the licence). When calculating the 48 hour period any non-working day can be disregarded¹¹.
- 12.11 The licensing authority may want to consult the police about the steps that it thinks are

¹¹ This means that, for example, if the application was received at 3pm on a Friday, the 48 hour period would cover the remaining 9 hours on that Friday and the remaining 39 hours starting on the Monday morning (provided it was not a bank holiday). In this case the licensing authority would have to decide on interim steps by 3pm on the Tuesday.

necessary, pending the determination of the review, to address the immediate problems with the premises, in particular the likelihood of serious crime and/or serious disorder. The licensing authority may consider the interim steps without the holder of the premises licence having been given an opportunity to make representations. This does not, of course, mean that the licensing authority *cannot* afford such an opportunity if it thinks it appropriate and feasible to do so in all the circumstances.

- 12.12 The determination of interim steps is not a matter that may be delegated to an officer of the licensing authority. The relevant decisions are likely to be taken by a licensing subcommittee rather than the full committee. It should also be noted that there is no requirement for a formal hearing in order to take interim steps. This means that the relevant sub committee members can communicate by telephone or other remote means in order to reach a decision. A written record should always be produced as soon as possible after a decision is reached.
- 12.13 The interim steps that the licensing authority must consider taking are:
 - the modification of the conditions of the premises licence;
 - the exclusion of the sale of alcohol by retail from the scope of the licence;
 - the removal of the designated premises supervisor from the licence; and
 - the suspension of the licence.

Modification of the conditions of the premises licence can include the alteration or modification of existing conditions or addition of any new conditions, including those that restrict the times at which licensable activities authorised by the licence can take place.

- 12.14 If the licensing authority decides to take steps at the initial interim stage:
 - the decision takes effect immediately, or as soon after it as the licensing authority directs; but
 - the licensing authority must give immediate notice of its decision and its reasons for doing so to the holder of the premises licence and the chief officer of police who made the application. The 2003 Act does not specify that the immediate notice has to be in writing. However, in an individual case the licensing authority may consider that the need for immediate communication at least initially requires a non-written approach, such as a telephone call. This may happen when, for example, the authority decides that the decision should have immediate effect. In such a case, the decision and the reasons for it should be explained clearly and in full to the licenceholder (or someone who may properly act for the licence-holder), and the call followed up as soon as possible with a written version of the decision and the reasons (for example, by email or fax) which is identical to, or not significantly different from, the version given by telephone.
- 12.15 The licensing authority, in deciding when its decision on interim steps should take effect, should consider the practical implications of compliance in relation to the premises. For example to comply with a modification of the conditions of a licence that requires employment of door supervisors, those running the premises may need some time to recruit appropriately qualified and accredited staff.
- 12.16 In addition, very careful consideration needs to be given to interim steps which would require significant cost or permanent or semi-permanent adjustments to premises which would be difficult to remove if the outcome of the subsequent full review was to withdraw

or modify those steps. For example, making structural changes, installing additional CCTV or replacing all glassware with safer alternatives may be valid steps, but might be disproportionate if they are not likely to be deemed necessary following the full review (or any subsequent appeal). The focus for interim steps should be on the immediate measures that are necessary to prevent serious crime or serious disorder occurring.

Making representations against the interim steps

- 12.17 The premises licence holder may make representations against the interim steps taken by the licensing authority. There is no time limit for the premises licence holder to make representations on the interim steps, although in practice this would at some point be superseded by the full review which would have to be completed within 28 days of the application being received by the licensing authority. On receipt of such representations, the licensing authority must (if the representations are not withdrawn) hold a hearing within 48 hours of their receipt. When calculating the 48 hour period, any non-working day can be disregarded. Where the licensing authority has already held a hearing to consider representations against the interim steps, the holder of the licence may only make further representations if there has been a material change in circumstances.
- 12.18 The licensing authority must give advance notice of the hearing to the premises licence holder and the chief officer of police. Given that these measures are designed to deal with serious crime and/or serious disorder on an interim basis only, the process is designed to avoid delay and, as such, significant portions of the Licensing Act 2003 (Hearings) Regulations 2005 (SI 2005/44) (which set out the usual processes governing the conduct of licensing authority hearings) do not apply in order to streamline the hearing process. One result of this is that the licensing authority cannot adjourn the hearing to a later date if the licence holder fails to attend at the scheduled time, as is the case under the normal review procedure. And as is the case with that procedure, the licence holder does not have to be present for the hearing to take place. In addition, there is no timescale for notifying the licence holder of the hearing under the modified process, providing the notification takes place before the hearing is held. However, it is imperative that the licence holder be given as much notice as is possible in the circumstances to afford the holder a maximum practicable opportunity to prepare for and attend the hearing. Licensing authorities should bear in mind that the usual principles of public law decision-making will apply to interim determinations, in a form that has regard to the statutory context of an expedited process.
- 12.19 At the hearing to consider representations against interim steps the licensing authority must:
 - consider whether the interim steps are appropriate for the promotion of the licensing objectives; and
 - determine whether to withdraw or modify the steps taken.
- 12.20 When considering the case the licensing authority must take into account:
 - the senior officer's certificate that accompanied the application;
 - the chief officer's representations (if any); and
 - any representations made by the premises licence holder.
- 12.21 There is no right of appeal to a magistrates' court against the licensing authority's

decision at this stage.

The review of the premises licence under section 53C

- 12.22 The licensing authority must hold a full review of the premises licence and determine the review within 28 days after the day of receipt of the chief officer's application. There can be no adjournment of the hearing or delay in reaching a determination beyond the end of the 28 day period. This must take place even if the chief officer or other responsible authority and/or other person asks to withdraw their application or representation (as the case may be). At the review hearing, the licensing authority must consider what steps are appropriate for the promotion of the licensing objectives taking into account the application and any change in circumstances since any interim steps were imposed, consider any relevant representations, and review the interim steps already taken (if any).
- 12.23 In making its final determination the steps the licensing authority can take are:
 - the modification of the conditions of the premises licence;
 - the exclusion of a licensable activity from the scope of the licence;
 - the removal of the designated premises supervisor from the licence;
 - the suspension of the licence for a period not exceeding 3 months; and
 - the revocation of the licence.
- 12.24 Modification of the conditions of the premises licence can include the alteration or modification of existing conditions or addition of any new conditions, including those that restrict the times at which licensable activities authorised by the licence can take place.
- 12.25 The licensing authority must:
 - advertise the review inviting representations from any persons for no less than seven consecutive days, by notice as described in regulation 38 of the Licensing Act 2003 (Premises Licences and Club Premises Certificates) Regulations 2005 (SI 2005/42) and, if applicable, on the licensing authority's website (see regulation 38(1)(b) of the above). The relevant notices should be published on the day after the day of receipt of the chief officer's application.
 - advertise that any representations which the premises licence holder, responsible authority or any other person want the licensing authority to consider at the review hearing, should be submitted to the licensing authority within 10 working days of the advertisement of the review appearing.
 - give formal notice of the hearing no later than five working days before the day or first day on which the hearing is to be held to the premises licence holder and to every responsible authority.
- 12.26 A party shall give to the licensing authority a notice no later than two working days before the day or the first day on which the hearing is to be held stating
 - whether he intends to attend or be represented at the hearing;
 - whether he considers a hearing to be unnecessary.
 - whether he would like permission for any other person (other than the person he intends to represent him at the hearing) to appear at the hearing and, if so, explain on which points that person will be able to contribute.

- 12.27 The regulations relating to hearings are set out in the Licensing Act 2003 (Hearings) Regulations 2005 (S.I. 2005/44). They apply to final hearings under the section 53A(2)(b) in a similar way to hearings following closure orders under section 167 of the 2003 Act (it should be emphasised that the truncated version of the hearings regulations described in paragraph 12.18 above applies to interim hearings only). The issues they address include who can make representations and what those representations can be about. It is therefore possible for responsible authorities or any other persons to make representations in relation to any of the licensing objectives, not just crime and disorder. Similarly, where it is in the public interest, the regulations relating to the exclusion of individuals from hearings, or conducting the hearing in private, will apply.
- 12.28 The licensing authority must notify its decision and the reasons for making it to:
 - the holder of the premises licence;
 - · any person who made relevant representations; and
 - the chief officer of police who made the original application.

Review of the interim steps under section 53D

- 12.29 The licensing authority's determination does not have effect until the end of the 21 day period given for appealing the decision, or until the disposal of any appeal that is lodged (see below information on right of appeal). To ensure that there are appropriate and proportionate safeguards in place at all times, the licensing authority is required to review any interim steps that it has taken that are in place on the date of the hearing and consider whether it is appropriate for the promotion of the licensing objectives for the steps to remain in place, or if they should be modified or withdrawn. The review of the interim steps should take place immediately after the determination under section 53C has been reached. In making its decision, the licensing authority must consider any relevant representations made.
- 12.30 In conducting the review of the interim steps the licensing authority has the power to take any of the steps that were available to it at the initial stage (see paragraph 12.13). Any interim steps taken at the review hearing apply until—

(a) the end of the period given for appealing against a decision made under section 53C (21 days),

(b) if the decision under section 53C is appealed against, the time the appeal is disposed of, or

(c) the end of a period determined by the relevant licensing authority (which may not be longer than the period of time for which such interim steps could apply under (a) or (b) above).

Right of appeal against review of interim steps decision

12.31 The licence holder or the chief officer of police may appeal against the decision made by the licensing authority concerning its review of the interim steps to a magistrates' court. The appeal must be made within 21 days of the appellant being notified of the licensing authority's decision and must be heard in full by the magistrates' court within 28 days beginning with the day on which the appellant lodged the appeal.

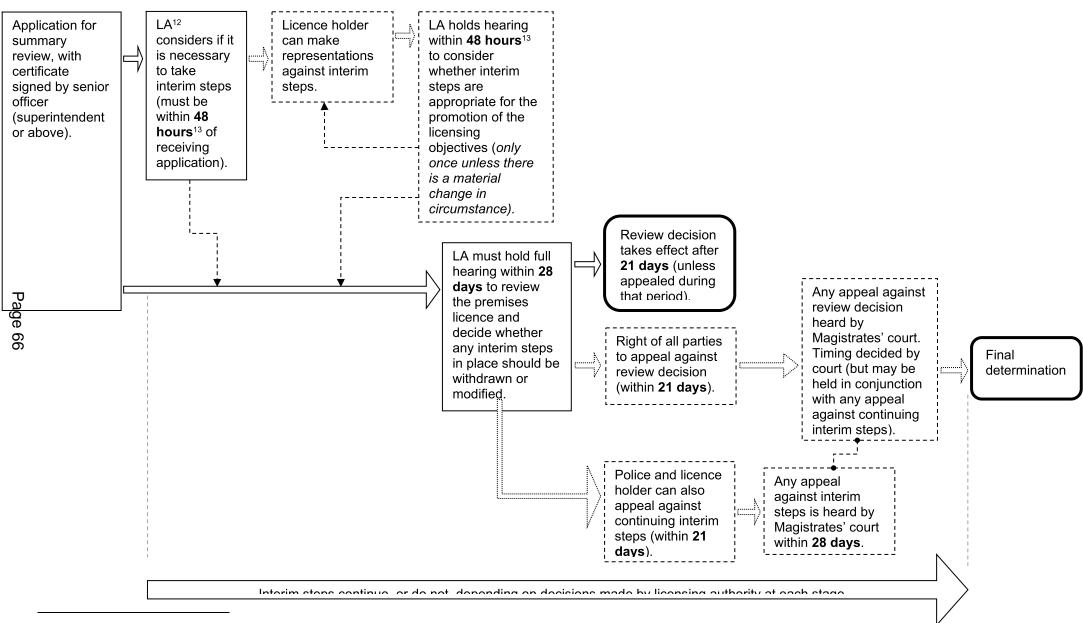
Right of appeal against final review decision

- 12.32 An appeal against the final review decision may be made to a magistrates' court within 21 days of the appellant being notified of the licensing authority's determination on the review. An appeal may be made by the premises licence holder, the chief officer of police and/or any other person who made relevant representations.
- 12.33 The decision of the licensing authority, following the review hearing, will not have effect until the end of the period allowed for appeal, or until the disposal of the appeal.
- 12.34 Where appeals are lodged both against the decision following the review of the interim steps and against the final determination, the courts may decide to consider the appeal against the final determination within the 28 day period, allowing the interim steps appeal to be disposed of at the same time.

Flow diagram of the summary review process

12.35 The following flow diagram summarises the process.

Summary review flowchart



¹² Licensing authority

¹³ Only working days count