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**LICENSING SUB-COMMITTEE**

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**MEETING TO BE HELD IN CIVIC HALL, LEEDS ON  
MONDAY, 17TH DECEMBER, 2012 AT 10.00 AM**

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**MEMBERSHIP**

**Councillors**

P Latty - Guiseley and Rawdon;  
B Gettings - Morley North;  
C Townsley - Horsforth;

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**Agenda compiled by:  
Tel No:  
Governance Services  
Civic Hall  
LEEDS LS1 1UR**

**Helen Gray  
247 4355**

# A G E N D A

Item No	Ward	Item Not Open		Page No
1			<p><b><u>PRELIMINARY PROCEDURES</u></b></p> <p><b>ELECTION OF THE CHAIR</b></p>	
2			<p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded)</p> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Head of Governance Services at least 24 hours before the meeting)</p>	

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

Item No	Ward	Item Not Open		Page No
5			<p><b>DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS</b></p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13 -18 of the Members' Code of Conduct. Also to declare any other significant interests which the Member wishes to declare in the public interest, in accordance with paragraphs 19 -20 of the Members' Code of Conduct.</p>	
6			<p><b>APPLICATION TO VARY A PREMISES LICENCE HELD BY CO-OPERATIVE GROUP FOOD LIMITED AT BRADFORD ROAD, TINGLEY, LEEDS, WF3 2DJ</b></p> <p>To consider the report of the Head of Licensing setting out details of an application to vary a premises licence held by Co-operative Group Food Limited at Bradford Road, Tingley, Leeds, WF3 2DJ.</p> <p>(Report attached)</p>	1 - 34



Report author: Mrs Bridget Massey  
0113 2474095

**Report of the Head of Licensing and Registration**

**Report to the Licensing Sub Committee**

**Date: 17 December 2012**

**Subject: Application to vary a premises licence held by Co-operative Group Food Limited at Bradford Road, Tingley, Leeds, WF3 2DJ**

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

**Summary of main issues**

This is an application to vary a premises licence held by Co-operative Group Food Limited at Bradford Road, Tingley, Leeds, WF3 2DJ

The application is to increase the times alcohol is available for sale by 1 hour in the morning Monday to Saturday

Responsible authorities and Ward Members have been notified of this application.

The application has attracted representations from other persons and a responsible authority

## **1.0 Purpose of this Report**

- 1.1 To advise Members of an application made under section 34 of the Licensing Act 2003 ("the Act") for a premises licence in respect of the above mentioned premises.
- 1.2 Members are required to consider this application due to the receipt of representations.

## **2.0 History of Premises**

- 2.1 The premises has the benefit of a Premises Licence
- 2.2 The premises is licensed for the sale of alcohol

Monday to Saturday      08:00 - 23:00

Sunday                      10:00 - 22:30

A copy of the existing licence is attached at Appendix **A**

## **3.0 The Application**

- 3.1 The applicant is Co-operative Group Food Limited,
- 3.2 The application form may be found at Appendix **B** to this report.
- 3.3 In summary the application is to increase the sale of alcohol by 1 hour in the mornings.
- 3.4 The application is as below:-

Monday to Saturday    07:00 – 23:00

Sunday as existing.

#### **4.0 Other matters relevant to the application**

##### **4.1 Equality and Diversity / Cohesion and Integration**

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

#### **5.0 Steps to promote the Licensing Objectives**

5.1 As per the supplementary information attached with the application form.

#### **6.0 Location**

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

#### **7.0 Representations**

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

##### **7.2 Representations from Responsible Authorities**

7.2.1 There has been a representation from a responsible authority

7.2.2 Representation has been received from West Yorkshire Police in their capacity as a responsible authority.

7.2.3 The representation submitted by West Yorkshire Police remains as a matter for Members consideration. A copy of the same may be found at Appendix **D**

##### **7.3 Other representations**

7.3.1 There has been a representation from other persons namely a Ward Councillor for the area. A copy is attached at Appendix **E** for member's consideration.

#### **8.0 Options Available to Members**

8.1 The Licensing sub-committee must take such of the following steps as it considers appropriate for the promotion of the licensing objectives:

- Grant the variation as requested.
- Grant the variation whilst imposing additional conditions and/or altering in any way the proposed operating schedule.
- Exclude any licensable activities to which the application relates.
- Reject the whole or part of the application.

8.2 Members of the licensing sub committee are asked to note that they may not modify the conditions or reject the whole or part of the application merely because

it considers it desirable to do so. It must actually be appropriate in order to promote the licensing objectives.

## **9.0 Background Papers**

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



# Premises Licence

## Public Register Copy

Premises Licence Number:

**PREM/ Appendix A**

Initial licence issued from:

**18th August 2005**

Current licence effective from:

**20th January 2011**

**Premises Address:** Co-op Ltd, Bradford Road, Tingley, Leeds, WF3 2DJ

**Licensable activities authorised by this licence:** Sale by retail of alcohol;

### **Times for licensable activities**

#### Sale by retail of alcohol

Monday to Saturday 08:00 - 23:00  
Sunday 10:00 - 22:30

### **Opening hours of premises**

The hours of licensable activities for the premises are as above. There are no regulated opening hours for non-licensable activities.

### **Alcohol sales are permitted for consumption off the premises**

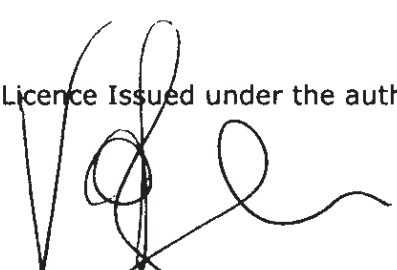
**Premises Licence Holder(s):** Co-operative Group Food Limited, New Century House, Manchester, M60 4ES

**Registered number of holder(s):** IP26715R

**Designated Premises supervisor:** Daniel Pelissier

**Access to the premises by children is unrestricted.**  
**Detailed in full on Part A of this licence.**

Licence Issued under the authority of Leeds City Council

  
Miss Victoria O'Brien  
Licensing Officer  
Entertainment Licensing  
Legal, Licensing and Registration

Licence produced on 09/02/2011

## **Annex 1 – Mandatory conditions**

1. 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.
2. Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.

### **Embedded restrictions attached to the licence by virtue of grandfather rights.**

3. Alcohol shall not be sold or supplied except during permitted hours.  
In this condition, permitted hours means:
  - a. On weekdays, other than Christmas Day, 8 a.m. to 11 p.m.
  - b. On Sundays, other than Christmas Day, 10 a.m. to 10.30 p.m.
  - c. On Christmas Day, 12 noon to 3 p.m. and 7 p.m. to 10.30 p.m.
4. The above restrictions do not prohibit:
  - a. the ordering of alcohol to be consumed off the premises, or the despatch by the vendor of the alcohol so ordered;
  - b. the sale of alcohol to a trader or club for the purposes of the trade or club;
5. Alcohol shall not be sold in an open container or be consumed in the licensed premises.

## **Annex 2 – Conditions consistent with the Operating Schedule**

### **Additional details in respect of Licensable Activities authorised by this licence**

#### **6. Concerns in respect of children**

None defined

### **Conditions consistent with the operating schedule relating to the licensing objectives**

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

7. The Society has in place policies for the regular training of its employees to prevent the sale of alcohol to those under the age of 18 years.
8. The Society will maintain at each store a refusals register.
9. The Society actively supports the use of photo identity cards and will use the Portman Group Card where local authority schemes are not available or suitable.
10. The Society's policy requires its employees actively to challenge any individual who wishes to purchase alcohol at one of its stores but appears to be under 21 years of age to prove their age by means of photo identity card.

• **The prevention of crime and disorder**

11. The Society will work to achieve and maintain regular liaison with the police at an appropriate regional and or local level and will make available to the police any CCTV recorded images and the stores refusals book.
12. The Society will regularly provide appropriate training to all of its relevant employees in connection with the sale of alcohol and will augment this with immediate remedial retraining if it becomes apparent that an employee requires it.

**The prevention of public nuisance**

13. The Society will endeavour to ensure that any noise and light pollution from the premises is not overly obtrusive in the context of the stores location.

**The protection of children from harm**

14. The Society has in place policies for the regular training of its employees to prevent the sale of alcohol to those under the age of 18 years.

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

None

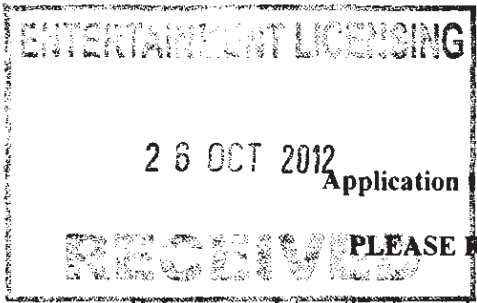
**Annex 4 - Plans**

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

Please see plan number 01/06/10 P3-F4-M4 with respect to the V01.

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SCANNED



26 OCT 2012 Application to vary a premises licence under the Licensing Act 2003

**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.

I/We Co-operative Group Food Limited  
*(Insert name(s) of applicant)*

being the premises licence holder, apply to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described in Part 1 below

<b>Premises licence number</b> PREM/01199/V01
--

**Part 1 – Premises Details**

Postal address of premises or, if none, ordnance survey map reference or description Bradford Road Tingley			
Post town	Leeds	Postcode	WF3 2DJ

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£15,000.00

**Part 2 – Applicant details**

Daytime contact telephone number			
E-mail address (optional)			
Current postal address if different from premises address	1 Angel Square		
Post town	Manchester	Postcode	M60 0AG

**Part 3 - Variation**

Please tick as appropriate

Do you want the proposed variation to have effect as soon as possible?

Yes

No

If not, from what date do you want the variation to take effect?

DD	MM	YYYY

**Please describe briefly the nature of the proposed variation** (Please see guidance note 1)

To vary the hours when licensable activities may take place from Mon-Sat 08:00 to 23:00 to Mon-Sat 07:00 to 23:00.

The licensable activities are the sale of alcohol for consumption off the premises.

If your proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend:

**Part 4 Operating Schedule**

Please complete those parts of the Operating Schedule below which would be subject to change if this application to vary is successful.

**Provision of regulated entertainment****Please tick all that apply**

- |  |                          |
|--|--------------------------|
| a) plays (if ticking yes, fill in box A)   | <input type="checkbox"/> |
| b) films (if ticking yes, fill in box B)   | <input type="checkbox"/> |
| c) indoor sporting events (if ticking yes, fill in box C)  | <input type="checkbox"/> |
| d) boxing or wrestling entertainment (if ticking yes, fill in box D)   | <input type="checkbox"/> |
| e) live music (if ticking yes, fill in box E)  | <input type="checkbox"/> |
| f) recorded music (if ticking yes, fill in box F)  | <input type="checkbox"/> |
| g) performances of dance (if ticking yes, fill in box G)   | <input type="checkbox"/> |
| h) anything of a similar description to that falling within (e), (f) or (g)<br>(if ticking yes, fill in box H) | <input type="checkbox"/> |

**Provision of late night refreshment** (if ticking yes, fill in box I)

**Sale by retail of alcohol** (if ticking yes, fill in box J)

**In all cases complete boxes K, L and M**

A

Plays Standard days and timings (please read guidance note 6)			<u>Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 2)</u>	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here (please read guidance note 3)</u>		
Mon					
Tue			<u>State any seasonal variations for performing plays (please read guidance note 4)</u>		
Wed					
Thur			<u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list (please read guidance note 5)</u>		
Fri					
Sat					
Sun					



B

Films Standard days and timings (please read guidance note 6)			<u>Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 2)</u>	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here (please read guidance note 3)</u>		
Mon					
Tue					
Wed					
			<u>State any seasonal variations for the exhibition of films (please read guidance note 4)</u>		
Thur			<u>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list (please read guidance note 5)</u>		
Fri					
Sat					
Sun					

C

Indoor sporting events Standard days and timings (please read guidance note 6)			Please give further details (please read guidance note 3)
Day	Start	Finish	
Mon			State any seasonal variations for indoor sporting events (please read guidance note 4)
Tue			
Wed			
Thur			Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list (please read guidance note 5)
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 6)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>			
				Outdoors	<input type="checkbox"/>			
				Both	<input type="checkbox"/>			
Day	Start	Finish	Please give further details here (please read guidance note 3)					
Mon								
Tue								
Wed						State any seasonal variations for boxing or wrestling entertainment (please read guidance note 4)		
Thur								
Fri			Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list (please read guidance note 5)					
Sat								
Sun								

E

Live music Standard days and timings (please read guidance note 6)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>			
				Outdoors	<input type="checkbox"/>			
				Both	<input type="checkbox"/>			
Day	Start	Finish	Please give further details here (please read guidance note 3)					
Mon								
Tue								
Wed						State any seasonal variations for the performance of live music (please read guidance note 4)		
Thur								
Fri						Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list (please read guidance note 5)		
Sat								
Sun								

F

Recorded music Standard days and timings (please read guidance note 6)			<u>Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 2)</u>	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here (please read guidance note 3)</u>		
Mon					
Tue			<u>State any seasonal variations for the playing of recorded music (please read guidance note 4)</u>		
Wed					
Thur			<u>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list (please read guidance note 5)</u>		
Fri					
Sat					
Sun					

G

<b>Performances of dance</b> Standard days and timings (please read guidance note 6)			<b><u>Will the performance of dance take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b><u>Please give further details here</u></b> (please read guidance note 3)		
Mon					
Tue			<b><u>State any seasonal variations for the performance of dance</u></b> (please read guidance note 4)		
Wed					
Thur			<b><u>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)		
Fri					
Sat					
Sun					

H

<p><b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 6)</p>			<p>Please give a description of the type of entertainment you will be providing</p>		
Day	Start	Finish	<p><b><u>Will this entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)</p>	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			<p><b><u>Please give further details here</u></b> (please read guidance note 3)</p>		
Wed					
Thur			<p><b><u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u></b> (please read guidance note 4)</p>		
Fri					
Sat			<p><b><u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)</p>		
Sun					

I

<b>Late night refreshment</b> Standard days and timings (please read guidance note 6)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</b> (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 3) For consumption off the premises only		
Mon					
Tue			<b>State any seasonal variations for the provision of late night refreshment</b> (please read guidance note 4)		
Wed					
Thur			<b>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</b> (please read guidance note 5)		
Fri					
Sat					
Sun					



J

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 6)			<b>Will the supply of alcohol be for consumption – please tick</b> (please read guidance note 7)	On the premises	<input type="checkbox"/>
				Off the premises	<input checked="" type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 4)		
Mon	07:00	23:00			
Tue	07:00	23:00			
Wed	07:00	23:00			
Thur	07:00	23:00			
Fri	07:00	23:00			
Sat	07:00	23:00			
Sun	10:00	22:30			

K

**Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children** (please read guidance note 8).

None

L

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 6)			<b>State any seasonal variations</b> (please read guidance note 4)
Day	Start	Finish	
Mon			<b>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</b> (please read guidance note 5)  No opening hours prescribed
Tue			
Wed			
Thur			
Fri			
Sat			
Sun			

Please identify those conditions currently imposed on the licence which you believe could be removed as a consequence of the proposed variation you are seeking.

Any embedded restrictions from the 1964 Act, including Good Friday and Christmas Day

Please tick as appropriate

- I have enclosed the premises licence
- I have enclosed the relevant part of the premises licence

If you have not ticked one of these boxes, please fill in reasons for not including the licence or part of it below

Reasons why I have not enclosed the premises licence or relevant part of premises licence.

**M**

Describe any additional steps you intend to take to promote the four licensing objectives as a result of the proposed variation:

**a) General – all four licensing objectives (b, c, d and e) (please read guidance note 9)**

See attached conditions

**b) The prevention of crime and disorder**

**c) Public safety**

**d) The prevention of public nuisance**

**e) The protection of children from harm**

Checklist:

Please tick to indicate agreement

- I have made or enclosed payment of the fee.
- I have sent copies of this application and the plan to responsible authorities and others where applicable.
- I understand that I must now advertise my application.
- I have enclosed the premises licence or relevant part of it or explanation.
- I understand that if I do not comply with the above requirements my application will be rejected.

**IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION.**

**Part 5 – Signatures** (please read guidance note 10)

**Signature of applicant (the current premises licence holder) or applicant’s solicitor or other duly authorised agent** (please read guidance note 11). **If signing on behalf of the applicant, please state in what capacity.**

Signature	<i>Ward Hadaway</i>
Date	25 <sup>th</sup> October 2012
Capacity	Solicitors for the Applicant

**Where the premises licence is jointly held, signature of 2nd applicant (the current premises licence holder) or 2nd applicant’s solicitor or other authorised agent** (please read guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	
Capacity	

**Contact name (where not previously given) and address for correspondence associated with this application** (please read guidance note 13)

Miss Taryn Wallace  
 Ward Hadaway  
 Sandgate House  
 102 Quayside

Post town	Newcastle upon Tyne	Post code	NE1 3DX
Telephone number (if any)	0191 204 4439		
If you would prefer us to correspond with you by e-mail, your e-mail address (optional) Taryn.Wallace@wardhadaway.com			

## **General**

The applicant has given thought to the potential impact of the grant of this application on the four licensing objectives and considers that the following conditions are appropriate.

### **The Prevention of Crime and Disorder**

1. The premises shall maintain a CCTV system which gives coverage of all entry and exit points. The system shall continually record whilst the premises are open and conducting licensable activities. All recordings shall be stored for a minimum period of 21 days. Recordings shall be made available upon the receipt of a request by an authorised Officer of the Police or the Local Authority.
2. There shall be "CCTV in Operation" signs prominently displayed at the premises.
3. An incident log (whether kept in a written or electronic form) shall be retained at the premises and made available to an authorised Officer of the Police or the Local Authority.
4. The premises shall operate a proof of age scheme, such as a Challenge 25, whereby the only forms of acceptable identification shall be either a photographic driving licence, a valid passport or any other recognised form of photographic identification-incorporating the PASS logo.
5. The premises will be fitted with a burglar alarm system
6. The premises will be fitted with a panic button system for staff to utilise in the case of an emergency.

### **Public Safety**

The premises licence holder shall ensure that the appropriate fire safety, and health and safety regulations are applied at the premises.

### **Prevention of Public Nuisance**

The premises licence holder will, upon request, provide the telephone number of their Customer Relations Contact Centre.

### **Protection of Children from Harm**

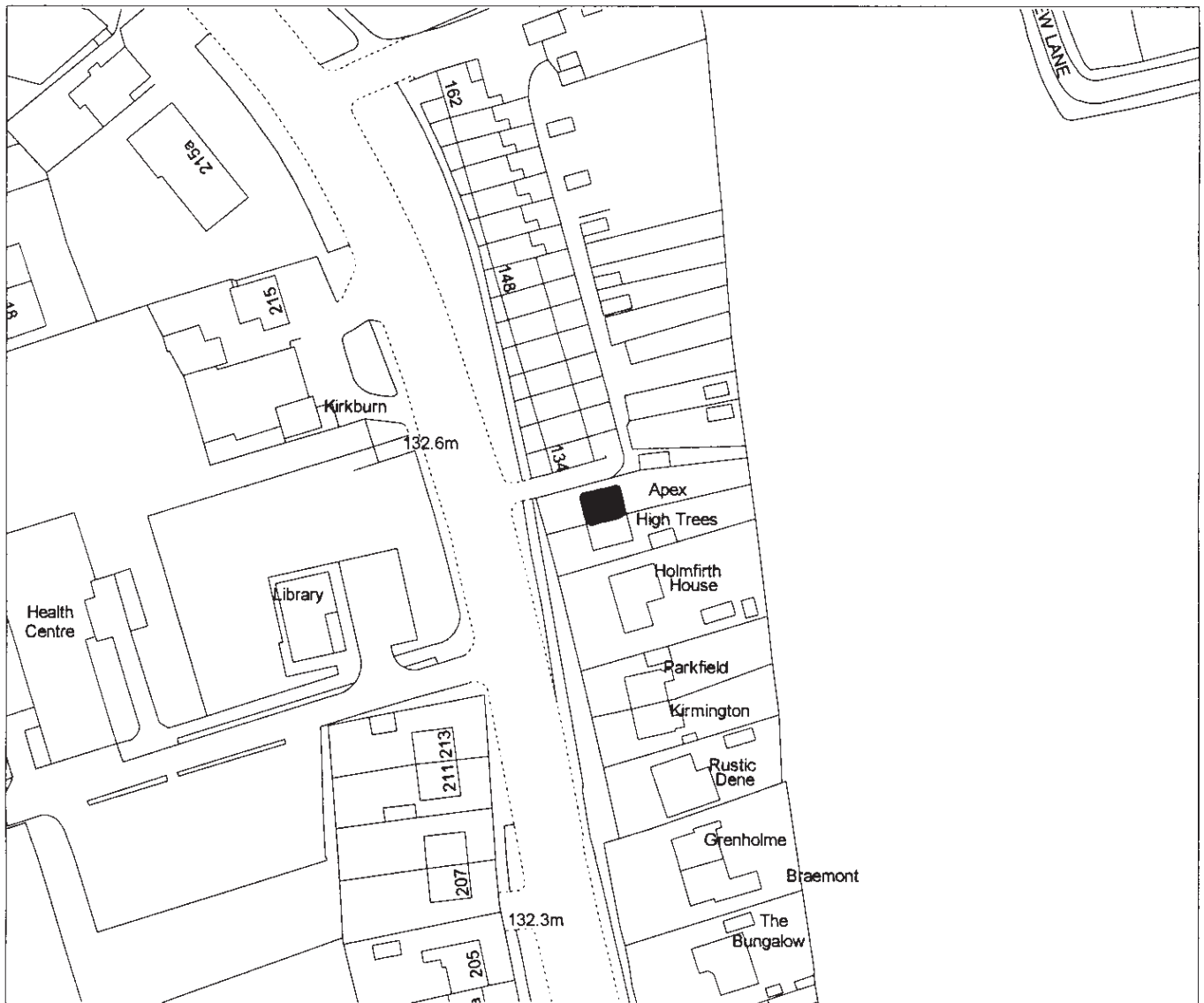
1. All staff will receive comprehensive training in relation to age restricted products and in particular the sale of alcohol. No member of staff will be permitted to sell age restricted products until such time as they have successfully completed the aforementioned training.
2. An age till prompt system will be utilised at the premises in respect of age restricted products.
3. A refusals register (whether kept and written or electronic form) will be maintained at the premises and will be made available for inspection upon request by an authorised Officer of the Police or the Local Authority.



Leeds City Council  
Entertainment Licensing

Co-op

Bradford Road Tingley Leeds WF3 2DJ



Miles 0.01 0.02 0.03 0.04 0.05 0.06 0.07 0.08 0.09 0.1 0.11 0.12

This map is based upon the Ordnance Survey's Digital Data with the Permission of the Ordnance Survey on behalf of the Controller of Her Majesty's Stationary Office

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<b>Date:</b>	05 December 2012
<b>Scale:</b>	1:1250

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**Leeds District Licensing Department**

**Licensing Department**

Millgarth Police Station  
Millgarth Street  
Leeds  
LS2 7HX

Tel: 0113-2413072

Fax: 0113-2413123

Email:

catherine.arkle@westyorkshire.pnn.police.uk

Website:

Your ref:

Our ref:

22nd November 2012

**Miss Taryn Wallace  
Ward Hadaway  
Sandgate House  
102, Quayside  
Newcastle  
London  
EC4R 9HA**

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

**RE:CO-OPERATIVE, BRADFORD ROAD, TINGLEY, WF3 2DJ  
VARIATION OF PREMISES LICENCE – LICENSING ACT 2003:  
POLICE – LETTER OF REPRESENTATION – ‘QUALIFIED’ OBJECTION:**

Thank you for submitting your application for the above premises, received at the address above on 26<sup>th</sup> October 2012.

West Yorkshire Police are of the opinion that your application contains insufficient information about how you intend to meet the licensing objectives.

We therefore confirm that we are submitting a formal representation against your application on the grounds of:-

1. the prevention of crime & disorder

However, we are of the opinion that the licensing objectives could be met should you be prepared to incorporate certain identified measures within your operating schedule as conditions, in **addition** to what you may have offered in your application.

## NOT PROTECTIVELY MARKED

Please find enclosed a document which at **Part 1** contains the suggested measures which this authority considers are proportionate and appropriate to the nature of your application. We have taken these from Leeds City Council's Pro Forma Risk Assessment document, version 6.

Should you be in agreement with the suggested measures then please signify this by completing and signing **Part 2** of the enclosed form and return the complete document to this office as soon as possible. Upon receipt of your consent at **Part 2**, it will be taken that you signify your wishes for the licensing authority to amend your operating schedule to incorporate the proposed measures as conditions.

Alternatively should you disagree with the proposed measures, then please complete **Part 3** and again return the complete document to this office as soon as possible.

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### **PART 1 - to be completed by the Responsible Authority:**

**West Yorkshire Police** propose the following control measures / conditions under the Licensing Act 2003 (in **addition** to those that you may have already offered), for the premises:-

**CO-OPERATIVE  
BRADFORD ROAD  
TINGLEY  
WF3 2DJ**

Having considered the application under the Licensing Act 2003 for the above premises, West Yorkshire Police considers that the following measures are relevant, proportionate and necessary in order to promote the following licensing objectives:-

- the prevention of crime & disorder

#### **Measures / Additional measures proposed:**

- The CCTV system will have sufficient storage retention capacity for a minimum of 31 days' continuous footage which will be of good quality (this is to replace the offered measure of 21 days).

West Yorkshire Police are satisfied that the proposed measures are not adequately dealt with by other legislation.

By signing the declaration enclosed overleaf at **Part 2**, the applicant agrees to incorporate the proposed measures as conditions within the Operating Schedule for the said premises.

Upon the satisfactory completion of the declaration, West Yorkshire Police will provide notice to the Licensing Authority that our representation is withdrawn in accordance with schedule 10(a) of the Licensing Act 2003 (Hearings) Regulations 2005.

**PC 5548 Cath Arkle  
Divisional Licensing Officer  
City & Holbeck**

NOT PROTECTIVELY MARKED

# NOT PROTECTIVELY MARKED

## PART 2 – to be completed by the applicant or applicant’s representative:

Consent for all proposed control measures / conditions under the Licensing Act 2003.

Name & Address of Premises:

**CO-OPERATIVE  
BRADFORD ROAD  
TINGLEY  
WF3 2DJ**

I / We .....

confirm that I am / we are the applicant / the applicants representative (delete as appropriate) for the premises as stated above.

In signing this document-:

- I / we agree with the measures proposed by West Yorkshire Police,
- I / we provide our consent for the Licensing Authority to incorporate the said measures into the operating schedule for the stated premises as conditions, and furthermore,
- I / we confirm the premises will then operate in accordance with those conditions agreed to.

**Signed:**

**Dated:**

**NOT PROTECTIVELY MARKED**

**NOT PROTECTIVELY MARKED**

**PART 3 – to be completed by the applicant or applicant’s representative:**

Proposed control measures / conditions under the Licensing Act 2003

Name & Address of Premises:

**CO-OPERATIVE  
BRADFORD ROAD  
TINGLEY  
WF3 2DJ**

I / We .....

confirm that I am / we are the applicant / the applicants representative (delete as appropriate) for the premises as stated above.

I / We formally advise that we are not prepared to accept the proposed measures as suggested by the West Yorkshire Police.

In this instance we understand that West Yorkshire Police will maintain their representation to my /our application, which will now proceed to a hearing before the Licensing Sub-Committee, at which I / we will be required to attend.

**Signed:**

**Dated:**

**NOT PROTECTIVELY MARKED**

**Massey, Bridget**

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**From:** Pentelow, Neil  
**Sent:** 20 November 2012 10:47  
**To:** Massey, Bridget  
**Cc:** Mulherin, Cllr Lisa  
**Subject:** Licence Variation: CO-OP Ltd, Bradford Road, Tingley, WF3 2DJ

**This email has been sent on behalf of Cllr Lisa Mulherin, please ensure you include her in your reply.**

Dear Bridget

I refer to the above application for a variation of the Premises Licence at the Co-op and write to submit my objection.

I feel that the existing licence to sell alcohol between the hours of 8am and 11pm Monday to Friday, and 10am to 10.30pm Saturday and Sunday, is sufficient. I do not see the need to extend the hours to enable sale of alcohol from 7am as I feel that there would not be much call for healthy people wanting to buy alcohol at that time on a weekday morning.

With the above in mind I am not supportive of the suggested variation and I trust that my comments will be taken into account when considering this application.

Yours sincerely

Cllr Lisa Mulherin  
Ardsley & Robin Hood Ward

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**From:** White, Emma **On Behalf Of** Massey, Bridget  
**Sent:** 06 November 2012 09:15  
**To:** Mulherin, Cllr Lisa  
**Subject:** RE: Variation received - CO-OP WF3 3DJ

Good Morning Cllr Mulherin

Bridget is on annual leave until tomorrow I am just looking through her emails. I have had a look at the application and the only change seems to be to sell alcohol from 7am -23:00 instead of 8am- 23:00 Mon to Sat and Sun to remain as 10:00 -22:30

Kind Regards

Emma White  
Licensing Officer  
Entertainment Licensing  
Leeds City Council  
Tel: 0113 2474095  
Fax: 0113 2243885  
email: [emma.white@leeds.gov.uk](mailto:emma.white@leeds.gov.uk)  
[www.leeds.gov.uk](http://www.leeds.gov.uk)

If you would like to offer feedback to Entertainment Licensing on the service you have received please visit our [customer feedback form](#).

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