



LICENSING SUB-COMMITTEE

MEETING TO BE HELD IN CIVIC HALL, LEEDS ON

TUESDAY, 16TH APRIL, 2019 AT 10.00 AM

MEMBERSHIP

Councillors

H Bithell - Kirkstall;
C Knight - Weetwood;
G Wilkinson - Wetherby;

**Enquiries specific to
Entertainment Licensing:**

**Stephen Holder
Tel No: 0113 3785332**

**Agenda compiled by:
Governance and Scrutiny
Support
Civic Hall
LEEDS LS1 1UR
Tel No: 0113 3788662**

CONFIDENTIAL AND EXEMPT ITEMS

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

9.0 Confidential information – requirement to exclude public access

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

9.2 Confidential information means

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

10.0 Exempt information – discretion to exclude public access

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

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

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

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

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

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

A G E N D A

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

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

Item No	Ward/Equal Opportunities	Item Not Open		Page No
5			<p>DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS</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 13-16 of the Members' Code of Conduct.</p> <p><u>HEARINGS</u></p>	
6			<p>APPLICATION TO VARY A PREMISES LICENCE HELD BY GREEK COMMUNITY HALL, THE GREEK ORTHODOX CHURCH, HAREHILLS AVENUE, HAREHILLS, LEEDS, LS8 4EU</p> <p>To consider the report of the Chief Officer (Elections and Regulatory) including an application to vary a premises licence, made by The Greek Community Leeds, for Greek Community Hall The Greek Orthodox Church, Harehills Avenue, Harehills, Leeds, LS8 4EU.</p>	1 - 40
7			<p>APPLICATION TO VARY A PREMISES LICENCE HELD BY HEADINGLEY PAVILION, HEADINGLEY STADIUM, ST MICHAELS LANE, LEEDS, LS6 3BR</p> <p>To consider the report of the Chief Officer (Elections and Regulatory) including an application to vary a premises licence made by Headingley North-South Stand Limited for Headingley Pavilion, Headingley Stadium, St Michaels Lane, Headingley, Leeds, LS6 3BR.</p>	41 - 134

Item No	Ward/Equal Opportunities	Item Not Open		Page No
			<p><u>Third Party Recording</u></p> <p>Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda.</p> <p>Use of Recordings by Third Parties – code of practice</p> <ul style="list-style-type: none"> a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title. b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete. 	



Report author: Mr Shaam Amin
0113 378 5029

Report of the Chief Officer Elections and Regulatory

Report to Licensing Sub Committee

Date: 16th April 2019

Subject: Application to vary a premises licence held by Greek Community Hall, The Greek Orthodox Church, Harehills Avenue, Harehills, Leeds, LS8 4EU

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Chapel Allerton		
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, made by The Greek Community Leeds, for Greek Community Hall The Greek Orthodox Church, Harehills Avenue, Harehills, Leeds, LS8 4EU

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

The application has attracted representations from other persons.

Purpose of this report

- 1.1 To advise Members of an application made under section 34 of the Licensing Act 2003 ("the Act") to vary 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 History of premises

- 2.1 The original premises licence application also attracted representations from members of the public, the premises licence licence was granted following a Licensing Sub Committee hearing in November 2015.

The Entertainment Licensing enforcement team received a complaint in 2016, this complaint was fully investigated and the premises were found to be compliant.

- 2.2 A copy of the existing licence is attached at Appendix A.

3 The application

- 3.1 The applicant is The Greek Community Leeds,

- 3.2 Briefly the application is to:

- Increase licensable activity timings for the sale of alcohol and regulated entertainment
- Add late night refreshment

- 3.3 A copy of the redacted application form is attached at Appendix B.

4 The operating schedule

- 4.1 The applicant considers that the existing measures are sufficient to promote the licensing objectives and no further measures are necessary.

5 Location

- 5.1 A map which identifies the location of this premises is attached at Appendix C.

6 Representations

- 6.1 Under the Act representations can be received from anyone but must be relevant and, in the case of members of the public, must not be frivolous or vexatious.

Representations from Responsible Authorities

- 6.2 There have been no representations from responsible authorities.

Other representations

- 6.3 The application has attracted representations from members of the public (described as 'other persons' in the legislation).
- 6.4 Entertainment Licensing is in receipt of 7 individual letters of objection, a petition containing twenty nine signatures, all of which are opposed to this application on the grounds of public nuisance & public safety.
- 6.5 In order to protect personal data, redacted copies of the representations are attached at Appendix D. Unredacted copies will be available at the hearing for Members consideration.

7 Licensing hours

- 7.1 Members are directed to paragraphs 6.8 to 6.15 for the Statement of Licensing Policy which states the criteria that will be applied to any decision for new applications or variations which include extending hours.
- 7.2 In brief the Policy states at 6.14 that restrictions may be made to the proposed hours of use where, after receiving relevant representations, the council considers it appropriate for the promotion of the licensing objectives to do so. The council will take into account the existing pattern of licensed premises in an area when considering what is appropriate to promote the objectives. Applications which are significantly out of character for a locality will need to demonstrate that granting the hours sought will not impact on the licensing objectives.
- 7.3 A list of premises in the local area and their licensed hours and activities is provided at Appendix E.

8 Equality and diversity implications

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

9 Options available to Members

- 9.1 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.

9.2 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 and relevant to the application.

10 Background papers

- Guidance issued under s182 Licensing Act 2003
- Statement of Licensing Policy

Premises Licence

Part A Schedule 12 Licensing Act 2003

Part 1 – Premises Details

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

Greek Community Hall, The Greek Orthodox Church, Harehills Avenue, Harehills, Leeds, LS8 4EU

Licensable activities authorised by this licence

Sale by retail of alcohol, Performance of live music, Performance of recorded music,

Times the licence authorises the carrying out of licensable activities

Sale by retail of alcohol

Every Day 17:00 - 23:00

Performance of live music

Every Day 17:00 - 23:00

Location of activity: Indoors

Performance of recorded music

Every Day 17:00 - 23:00

Location of activity: Indoors

Opening hours of the premises

Everyday 12:00 - 23:00

Alcohol is sold for consumption on and off the premises

Part 2

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

The Greek Community Leeds
The Greek Orthodox Church
Harehills Avenue
Chapelton
Leeds
LS8 4EU

Registered Charity Number: 249960

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

Registered charity number: 249960

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

Mr Antonios Demetriou

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

Personal licence number: Licensing authority:

Licence issued under the authority of Leeds City Council

Mrs Emma White
Licensing Officer
Entertainment Licensing
Elections, Licensing and Registration

Annex 1 – Mandatory Conditions

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

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

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

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

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

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

7. The responsible person must ensure that -

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

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

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

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

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

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

Annex 2 – Conditions consistent with the operating schedule

The prevention of crime and disorder

9. 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.
10. The CCTV system will contain the correct time and date stamp information.
11. The CCTV system will have sufficient storage retention capacity for a minimum of 31 days continuous footage which will be of good quality.
12. 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.
13. 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
14. 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
15. The Incident Report Register will be produced for inspection immediately on the request of an authorised officer.
16. The PLH/DPS staff will ask for proof of age from any person appearing to be under the age of 25 who attempts to purchase alcohol at the premises.

The prevention of public nuisance

17. The Opening hours of the premises to carry out any licensable activities shall be restricted between the following times daily:

12:00 hours (mid-day) - 23:00 hours.
18. Noise from a licensable activity at the premises will not be audible at the nearest noise sensitive premises at the Avenue Crescent
19. There shall be no external loudspeakers

20. Bottles will not be placed in any external receptacle between 11 pm and 7 am the following day to minimise noise disturbance to neighbouring properties.
21. The Premises Licence Holder / Designated Premises Supervisor will ensure patrons use external areas for smoking purposes in a manner which does not cause disturbance to nearby residents.
22. The designated smoking area shall be for 'smoking only' and the premises licence holder or nominated person will take reasonable steps to prevent the consumption of any drinks in this area.
23. 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
24. The activities of persons using the external areas shall be monitored after 11 pm and they shall be reminded to have regard to the needs of local residents and to refrain from shouting and anti social behaviour etc when necessary
25. Ensure all doors and windows are kept closed to reduce noise nuisance from the premises when regulated entertainment takes place. The external fire doors must not be opened unless there is an emergency. The Premises Licence Holder or nominated person shall ensure that self-closing doors are not wedged open during regulated entertainment
26. The Premises Licence Holder / Designated Premises Supervisor shall ensure that litter arising from people using the premises is cleared away regularly and that promotional materials such as flyers do not create litter.

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.

EW

PREM/03654/003

Appendix B



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

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 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.

We The Greek Community of Leeds (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.

Premises licence number PREM/03654/001

Part 1 – Premises Details

Postal address of premises or if none ordnance survey map reference or description The Greek Community Hall, 57 Harehills Avenue Harehills	
Post town Leeds	Post code LS8 4EU



Telephone number of premises (if any) [Redacted]

Non domestic rateable value of premises EN A Listed building

Part 2 – Applicant Details

Daytime contact telephone number [Redacted]

Email address (optional) [Redacted]

Current postal address if different from premises address John Howe & Co Solicitors Cooperative chambers 4 Manor House Street

Post Town Pudsey

Postcode LS28 7BJ

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?

Day	Month	Year

Do you want the proposed variation to have effect in relation to the introduction of the late night levy? (Please see guidance note 1) Yes No

Please describe briefly the nature of the proposed variation (please read guidance note 2)

To vary the hours upon which licensable activities can be offered including the Retail Sale of alcohol on the Premises and the Provision of Regulated Entertainment

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 the application to vary is successful

Please tick all that apply

Provision of regulated entertainment

- a) play (if ticking yes, fill in box A)
- b) films (if ticking yes, fill in box B)
- c) indoor sporting events (if ticking yes fill in box C)
- d) boxing or wrestling entertainment (if ticking yes fill in box D)
- e) live music (if ticking yes fill in box E)
- f) recorded music (if ticking yes fill in box F)
- g) performances of dance (if ticking yes fill in box G)
- h) anything of a similar description to that falling within (e) (f) or (g) (if ticking yes, fill in box H)

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 8)			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please read guidance note 5)	Both	
Tue					
Wed			State any seasonal variations for performing play (please read guidance note 6)		
Thur					
Fri			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 7)		
Sat					
Sun					

B

Films Standard days and timings (please read guidance note 8)			Will the exhibition of a films take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please read guidance note 5)	Both	
Tue					
Wed			State any seasonal variations for the exhibition of films (please read guidance note 6)		
Thur					
Fri			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 7)		
Sat					
Sun					

C

Indoor sporting events Standard days and timings (please read guidance note 8)			Please give further details (please read guidance note 5)
Day	Start	Finish	
Mon			State any seasonal variations for indoor sporting events (please read guidance note 8)
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 7)
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainment Standard days and timings (please read guidance note 8)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	
				Outdoors	
Day	Start	Finish	Both		
Mon			Please give further details here (please read guidance note 5)		
Tue			State any seasonal variations for the boxing or wrestling entertainment (please read guidance note 6)		
Wed			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 7)		
Thur					
Fri					
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 8)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	X
Day	Start	Finish		Outdoors	
Mon	12 00	1 00	Please give further details here (please read guidance note 5) This will not be on a regular basis but will allow for live music to be held during special events such as religious festivals, weddings christenings and on other events where live music would be appropriate to the occasion		
Tue	12 00	1 00			
Wed	12 00	1 00	State any seasonal variations for the performance of live music (please read guidance note 6)		
Thur	12 00	1 00			
Fri	12 00	1 0	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 7)		
Sat	12 00	1 00			
Sun	12 00	23 30			

F

Recorded music Standard days and timings (please read guidance note 8)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	X
Day	Start	Finish		Outdoors	
Mon	12 00	1 00	Please give further details here (please read guidance note 5) This will not be on a regular basis but will allow for recorded music to be played during special events such as religious festivals, weddings christenings and on other events where live music would be appropriate to the occasion and private party s		
Tue	12 00	1 00			
Wed	12 00	1 00	State any seasonal variations for the playing of recorded music (please read guidance note 6)		
Thur	12 00	1 00			
Fri	12 00	1 00	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 7)		
Sat	12 00	1 0			
Sun	12 00	23 30			

G

Performance of dance Standard days and timings (please read guidance note 8)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish	Please give further details here (please read guidance note 5)		
Mon					
Tue			State any seasonal variations for the performance of dance (please read guidance note 6)		
Wed					
Thur			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 (please read guidance note 7)		
Fri					
Sat					
Sun					

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 8)			Please give a description of the type of entertainment you will be providing		
			Will the entertainment take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish	Please give further details here (please read guidance note 5)		
Mon					
Tue			State any seasonal variations for the entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 6)		
Wed					
Thur			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 (please read guidance note 7)		
Fri					
Sat					
Sun					

Late night refreshment Standard days and timings (please read guidance note 8)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	X
Day	Start	Finish		Outdoors	
Mon	12 00	00 30	<p>Please give further details here (please read guidance note 5) To enable the Charity to make more of the facilities it is proposed that they be allowed to extend their current licenced hours from the existing 17 00 to 11 00 to the hours requested. This would enable the Charity to better support the Community in the celebration of religious festivals and to enable them to hire out the hall to the wider community for private parties but under direct supervision</p> <p>State any seasonal variations for the provision of late night refreshment (please read guidance note 6)</p> <p>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 (please read guidance note 7)</p>	Both	
Tue	12 00	00 30			
Wed	12 00	00 30			
Thur	12 00	00 30			
Fri	12 00	00 30			
Sat	12 00	00 30			
Sun	12 00	23 00			

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption on or off the premises or both – please tick (please read guidance note 9)	On the premises	X
Day	Start	Finish		Off the premises	
Mon	12 00	00 30	<p>State any seasonal variations for providing dancing facilities (please read guidance note 6)</p> <p>Non standard timings Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list. (please read guidance note 7)</p>	Both	
Tue	12 00	00 30			
Wed	12 00	00 30			
Thur	12 00	00 30			
Fri	12 00	00 30			
Sat	12 00	00 30			
Sun	12 00	23 00			

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 10)

L

Hours premises are open to the public Standard days and timings (please read guidance note 8)			State any seasonal variations (please read guidance note 6)
Day	Start	Finish	Non standard timings Where you intend to open the premises to be open to the public at different times from those listed in the column on the left please list (please read guidance note 7)
Mon	12 00	1 00	
Tue	12 00	1 00	
Wed	12 00	1 00	
Thur	12 00	1 00	
Fri	12 00	1 00	
Sat	12 00	1 00	
Sun	12 00	23 30	

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

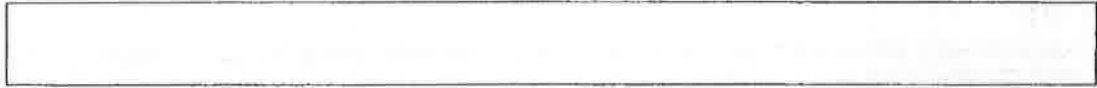
The only variation required to be undertaken to the existing licence is the variation to the times of the licensable activities from the existing times of 17 00 to 23 00 to 12 00 to 1 00am and to allow the premises to remain open from 12 00 to 1 00am a slight extension of only 2 hours

Please tick ✓ yes

- 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 failed to enclose the premises licence or relevant part of the 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, e) (please read guidance note 11)

The Applicant is a registered charity whose objective is to promote the Greek Orthodox Church amongst the citizens of Leeds and the whole of the North of England covering some 5 000 square miles. The premises are also used as the Greek and Cypriot Consulate dealing with all kinds of applications on behalf of the community.

It is hoped that by offering not only a facility for the Church Members but the local community it will assist in reaching that objective. The Greek Church has held a license for some years now and although there were initial objections raised by local residents it is understood that since the license has been granted there has not been any objections raised concerning its use.

By promoting the objects of the charity it is hoped that this would lead to a better integration since the Hall can be used for local community groups and private functions for not only Greek members as well. The knock on effect of this would be to bring a greater degree of wealth into the community generally.

The Hall being an extended part of the Church is closely supervised by its members who are responsible members of the community and in light of the objects of the Charity it would be counter-productive for the functioning and management of the Hall to be any different.

b) The prevention of crime and disorder

The Hall is protected by a comprehensive CCTV system which is serviced on an annual basis and such images are recorded and can be made available to the Police if necessary. In fact it has been used by the Police in the past when they have needed to see the images on incidents not involving the Church. The use of CCTV is advertised upon the Premises and is regularly serviced.

The premises also benefit from the inclusion of specific LED lighting to the external parts of the building which operate in conjunction with the CCTV systems.

The premises are approached by a set of large electric gates which has the benefit of an intercom and camera so can be opened or closed from inside the premises and the visitors are therefore suitably screened.

The premises are at all times operated by responsible members of the community who are well respected and are fully aware that the reputation of the Charity is at stake should there be any abuse of the licensed facilities.

c) Public safety

The Hall is protected by a comprehensive CCTV system which is serviced on an annual basis. Regular risk assessments are conducted by the Trustees charged with the management of the Hall and any proposals identified as a consequence are fully implemented and documented in the Health & Safety handbook.

d) The prevention of public nuisance

Although the premises are located in a fairly residential area and at the time that an application for a premises license was first submitted a number of objections were raised by local residents it is hoped that such fears expressed were ill founded since during the continuance of the licence since 2015 we are not aware of there being any complaints alleging such a nuisance arising from the licensed activities. It is therefore in the best interest of the Charity to ensure that this continues even in the event that this application is successful.

In addition the Charity has a facility that where needed they can employ an external security firm to provide door security to ensure that any potential for public nuisance can be controlled should the occasion so require it.

e) The protection of children from harm

The Charity and the Church all offer a family oriented approach to festivities and events. By the very nature of the events that will be held they are all designed for family interaction.

- | | | |
|--|---------------|--------------------------|
| | Please tick ✓ | Yes |
| • I have made or enclosed payment of the fee or | | <input type="checkbox"/> |
| • I have not made or enclosed payment of the fee because this application has been made in relation to the introduction of the late night levy | | <input type="checkbox"/> |
| • I have sent copies of this application and the plan to responsible authorities and others where applicable | | <input type="checkbox"/> |
| • I understand that I must now advertise my application | | <input type="checkbox"/> |
| • I have enclosed the premises licence or relevant part of it or explanation | | <input type="checkbox"/> |
| • I understand that if I do not comply with the above requirements my application will be rejected | | <input type="checkbox"/> |

IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT

Part 5 – Signatures (please read guidance note 12)

Signature of applicant (the current premises licence holder) or applicant's solicitor or other duly authorised agent (See guidance note 13) If signing on behalf of the applicant please state in what capacity

Signature

Date

05/02/2019

Capacity Applicants Solicitor

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 14) 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 15)

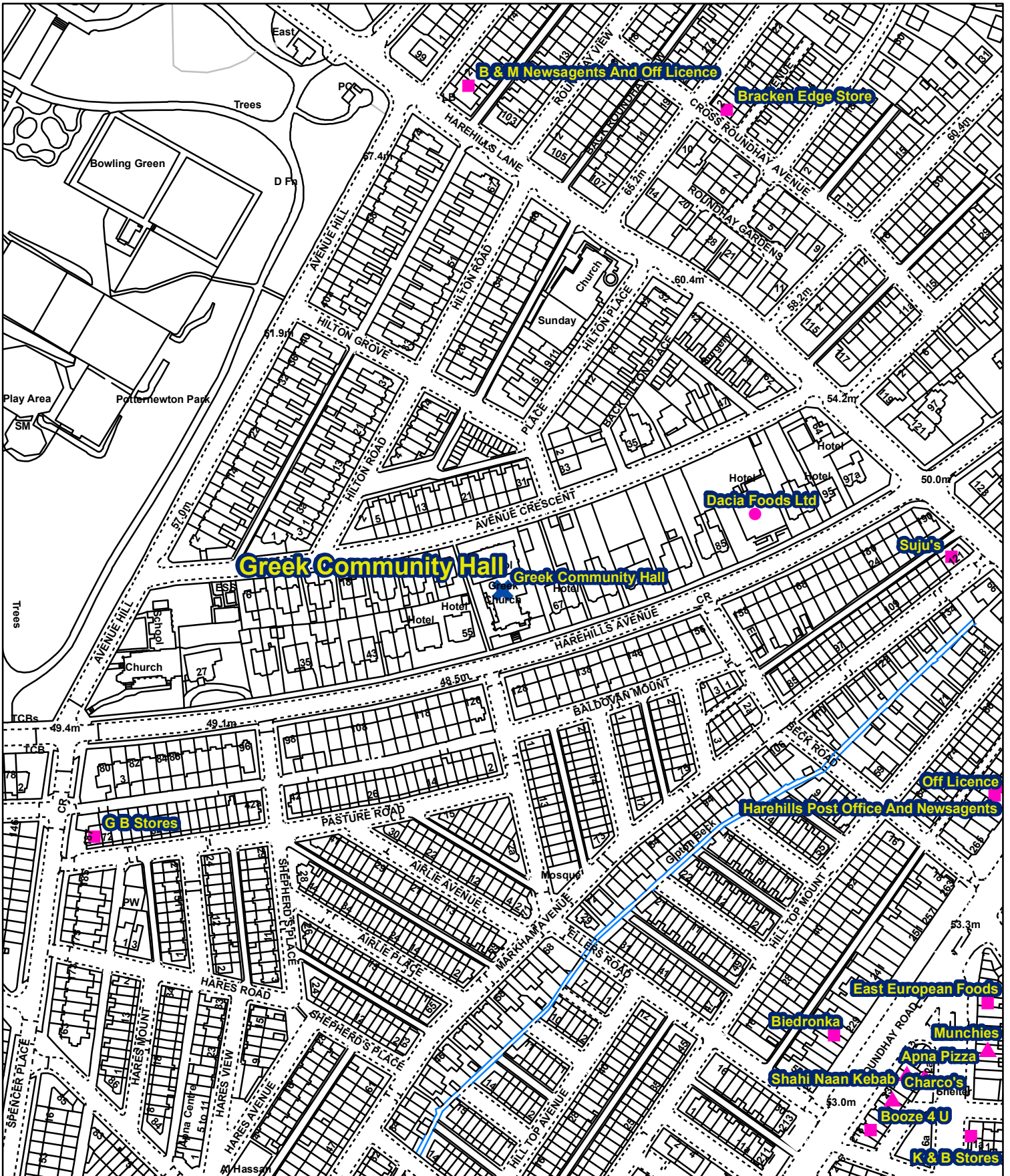
Joh Howe & Co Solicitors
Cooperative Chambers
4 Manor House Street

Post town Pudsey

Post code LS28 7BJ

Telephone number (if any)





If you would prefer us to correspond with you by e-mail your e-mail address (optional)



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

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

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

Key	
	On licence
	Off licence
	Late night refreshment
	Other

This page is intentionally left blank

Entertainment Licensing

To [REDACTED]
Subject RE Prem/03654/003

From [REDACTED]
Sent 18 March 2019 22:47
To Entertainment Licensing <Entertainment Licen@leeds.gov.uk>
Cc EPTeam <EPTeam@leeds.gov.uk>
Subject Re: Prem/03654/003

Hello Jane

Please consider my objection in relation to all four categories. See my comments below.
There is a group of local residents who are submitting a petition which I know has strong support in the area.

Crime and Disorder

There is a real danger that a licensed venue will attract drugs and crime. This is not a wealthy area and drug-dealing is already an issue. Additionally, the combination of people drinking till late at night and then spilling out onto this residential street doesn't look good for Public Safety. The noise and traffic are already a problem to residents.

Protection of Children from harm: there is also an issue about child safety. I am told there was an accident involving a child outside the church last week which involved one of the punters.

Yours
[REDACTED]

Sent from my iPhone

2.

Wood, Jane

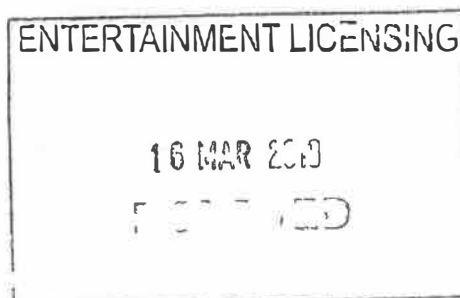
From [REDACTED]
Sent 16 March 2019 02:35
To Entertainment Licensing
Subject Licence application for PREM/03654/003

Hi

My name is [REDACTED] and I'm objecting to the application for PREM/03654/003 to sell alcohol in premises of the Greek Orthodox Church Leeds LS84EU my reason for objection is this area is a family residential area if permission given the it would bring more disruption and inconvenience I hope you understand my reason if you need further information please contact me on this email

Thanks

[REDACTED]
Sent from my iPhone



3.

Rem/03654/003

SA

Wood, Jane

From [REDACTED]
Sent 18 March 2019 21:29
To Entertainment Licensing
Subject [REDACTED]

To whom it may concern,
I am writing to you with regards of the proposition for the Greek Orthodox Church to change the premises license at the Greek community hall
I oppose this proposition as it takes up all the residents parking also because of level of noise is too loud and rubbish is left after events

Kind regards

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

ENTERTAINMENT LICENSING
18 MAR 2019
[REDACTED]

4

Prem/03654/003

Radford, Victoria

From [REDACTED]
Sent 20 March 2019 13:58
To Entertainment Licensing
Subject licence application for PREM/03654/003 Greek Community Hall

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

To whom it may concern,

I am writing to you regarding the licence application for PREM/03654/003 Greek Community Hall, The Greek Orthodox Church LS8 4EU

Me [REDACTED] oppose to the application and feel quite strong about this. There are a number of reasons. Firstly, there have been number of issues with the existing license including, loud music, noise disturbance resulting in disturbed sleep for us and our children. We have [REDACTED] children aged from [REDACTED] and [REDACTED] school. It is not fair on them to have disturbed asleep throughout the week. Both me and my husband work [REDACTED] and in the past the noise from the events at the church has resulted in broken sleep.

There have been issues around parking causing distress amongst residents. Those attending parties/events have shown a complete disregard of respect for residents by parking inappropriately and dangerously. For example blocking drives, parking on the pavements leaving very little room for prams and wheelchairs to pass by. There have been concerns about fast driving and we have witnessed this [REDACTED].

There are also concerns about rubbish being dumped outside the church and group consuming alcohol and congregating outside the church. Again the residents are left to deal with this and it has created a unpleasant picture of an area which we are so desperately trying to keep clean.

We live in a multicultural and lovely area, the church and their attendees are welcome and we have a good relationship. However we feel the accepting the new license conditions would create issues and tensions in the community. Therefore we strongly disagree with the licence application.

Kind Regards

[REDACTED]

ENTERTAINMENT LICENSING
20 MAR 2019
RECEIVED

5

SA

Prem/03654/003

Deighton, Charlotte

From [REDACTED]
 Sent 21 March 2019 12:48
 To Entertainment Licensing
 Subject Licence Application for PREM/03654/003 -Greek Community Hall

Dear Sir/Madam

I [REDACTED] who resides at [REDACTED] I am writing in regards to the letter dated 8th March 2019 concerns to Licence Application for PREM/03654/003 - Greek Community Hall, The Greek Orthodox Church, Harehills Avenue, Harehills, Leeds LS8 4EU

I write to make an Objection and Opposition on the concerns of the bulleted points -

- Crime and disorder
- Public nuisance
- The protection of children from harm
- Public safety

The residents in this area already suffer noise nuisances, antisocial behaviour, crime, and disorder at all hours of the day and night. They endured this inconvenience a lot, and this seems to be on the rise. As well as this there have been incidents leading to physical disorder on to the street of Avenue Crescent, LS8 4HD as the events taking place at requested License Application building

This residential area has large parking highway issues presently, this will elevate further issues for local householders parking. I can carry on highlighting further issues taking place around the streets mentioned, by allowing the licenses will increase and bring furthermore public nuisances and disorder and issues of policing

Kind Regards

[REDACTED]

ENTERTAINMENT LICENSING

21 MAR 2019

10

SA

Prem 1036 54/003

Deighton, Charlotte

From [REDACTED]
 Sent 21 March 2019 13:19
 To Entertainment Licensing
 Subject [REDACTED]

I am writing this email in regards to the Greek community Hall's application for an extension to their times on selling/serving alcohol at the premises
 I have grave concerns and completely object to any increase in times or variations to them selling alcohol there I would actually if possible completely revoke their license if possible due to the dangers that it causes and has caused from individuals who have consumed alcohol in and around the centre from drunken and disorderly behaviour, men urinating on walls or in the ginnel next to the church, actual fights, individuals smoking marijuana openly on the church wall and more recently drunk drivers leaving the premises and crashing their cars into residents cars
 There is already a huge problem with parking due to the amount of cars from residents and then the church on Hilton place also has events daily which compounds the whole situation to the point where at times my wife or me have had to park the car on harehills lane almost towards the park and we have young children so trying to get them into the house on a night(5-7pm even!) when you can't park outside your own house or at least in your street is a complete nightmare and frustrating
 My father who suffers from dementia and Alzheimer's [REDACTED] who I along with family members care for him causes great emotional distress from the noise pollution and disrupts his well being when he is trying to rest at night/evening as he rests in the room to the front of the house facing the church
 The Hilton's and Avenue Crescent are densely populated residential roads and houses please do not make things even worse than they actually are by extending their hours to serve alcohol or even please reduce their entertainment time to afternoons only
 Yours sincerely

[REDACTED]
 [REDACTED]
 [REDACTED]

ENTERTAINMENT
 21 MAR 2019
 RECEIVED

Prem/03654/003

Comment on Licence Application

7

PREM/03654/003

Greek Community Hall, Hinchills Ave LSP

Note the hall actually fronts onto Avenue Crescent and the majority of usage is accessed there.

Also, there are apparently comments already on this application. When I tried to access these I received a note - 'Server Error'. This is a recurring problem on the Council Website.

The application, which I saw via a council officer, offers no explanation of the application. This could be for Church + Community events, but it could be for Lettings. The latter have been a particular problem with at least two occasions when the police were called, plus further complaints to the police.

Note when the original licence application was made, because of the number of objections, the then sub-committee advised the applicants to have a meeting with residents. Something they had failed to do in advance of the application. Despite this, again they have failed to inform local residents or to consult them in advance.

At that meeting it was stated there would only be six lettings a year. This application suggests the intention is to exceed that number, and possibly substantially.

There was also a commitment to inform residents in advance of such events: this has never been done.

ENTERTAINMENT LICENSING

22 MAR 2019

The majority of people attending events in the hall come from outside the area. They regularly park in front of resident houses, despite there being a stretch of road with no residences when there are frequently spaces. Some events are so crowded they take up all the parking spaces near the church. Some of the parking is careless, obstructing into the road, on corners or on the pavement restricting pedestrian passage.

There are also problems with noise. The actual events, following earlier complaints regarding noise nuisance, are not usually intrusive. But there are frequently problems outside the hall and even in the street.

The last event at the end of February had people leaving after 11pm standing at the gate and talking loudly until 11:45pm.

And the problem has recurred at later events. There have been occasions after 1pm with loud conversations, shouting, and loud laughter outside the hall.

There have also been people signalling with the car horns, including in stationary vehicles.

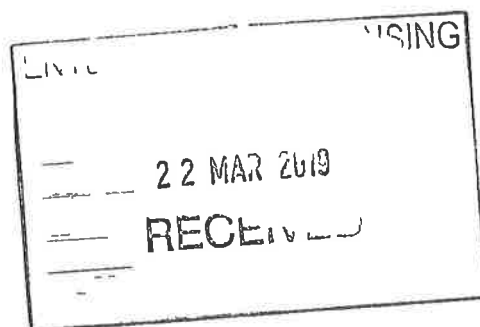
So I and other residents feel there is a public nuisance on occasions and allowing alcohol and entertainment up to 1am six nights a week would be unacceptable.

8.

EW

Prem/03654/003

Licensing Officer
Entertainment Licensing
Civic Hall
Leeds
LS1 1UR



Dear Sirs,

Re Licence application for PREM/03654/003 – Greek Community Hall, The Greek Orthodox Church, Harehills Avenue, Harehills, Leeds, LS8 4EU

We write in relation to the above matter

We would like to draw your attention to our community's disapproval of the change of times for the Sale by retail of alcohol and Regulated Entertainment

We believe that the extension of time for the abovementioned issue would cause considerable nuisance to the local community. There have been a number of occasions when a number of vehicles have passed by on a night from the church. There has been a considerable amount of noise made which has resulted in children waking up who were trying to sleep in order to go to school the next day.

Also this is a residential area and there are no commercial activities around the area. Our community is a friendly and quiet community and do not approve of this here. Just a couple of weeks ago an accident occurred as a result of too many vehicles parked late night. There were a total of 6 vehicles affected by the accident and also there was a risk to a passer-by.

We as a community have not been used to so many vehicles and the nuisance caused by people coming from the church. We feel it would be unjust to allow the extension and I would like to ask the councillors how many off licence shops there are in the vicinity and this would just add to the inconvenience to the local community.

We therefore urge you to reject the application due to the majority of people living around the church disapproving the matter. Please find the petition enclosed within this letter from the local community.

We look forward to hearing from you.

Yours sincerely,



Petition

I reject the council proposed change of time for Licence application for PREM/03654/003 – Greek Community Hall, The Greek Orthodox Church, Harehills Avenue, Harehills, Leeds, LS8 4EU

Name	Address	Signature	Date
[REDACTED]	[REDACTED]	[REDACTED]	14/03/19
[REDACTED]	[REDACTED]	[REDACTED]	15/03/19
[REDACTED]	[REDACTED]	[REDACTED]	15/3/19
[REDACTED]	[REDACTED]	[REDACTED]	15/3/19
[REDACTED]	[REDACTED]	[REDACTED]	15/3/19
[REDACTED]	[REDACTED]	[REDACTED]	15/03/19
[REDACTED]	[REDACTED]	[REDACTED]	15/03/19
[REDACTED]	[REDACTED]	[REDACTED]	15/03/19
[REDACTED]	[REDACTED]	[REDACTED]	16/03/19
[REDACTED]	[REDACTED]	[REDACTED]	15/03/19
[REDACTED]	[REDACTED]	[REDACTED]	15/03/19
[REDACTED]	[REDACTED]	[REDACTED]	15/03/19
[REDACTED]	[REDACTED]	[REDACTED]	15/3/19
[REDACTED]	[REDACTED]	[REDACTED]	15/3/19
[REDACTED]	[REDACTED]	[REDACTED]	15/3/19
[REDACTED]	[REDACTED]	[REDACTED]	15/3/19
[REDACTED]	[REDACTED]	[REDACTED]	15/3/19

Petition

I reject the council proposed change of time for Licence application for PREM/03654/003 – Greek Community Hall, The Greek Orthodox Church, Harehills Avenue, Harehills, Leeds, LS8 4EU

Name	Address	Signature	Date
[Redacted]	[Redacted]	[Redacted]	15/3/19
[Redacted]	[Redacted]	[Redacted]	15/3/19
[Redacted]	[Redacted]	[Redacted]	18/3/19
[Redacted]	[Redacted]	[Redacted]	15/3/19
[Redacted]	[Redacted]	[Redacted]	15/03/19
[Redacted]	[Redacted]	[Redacted]	15/03
[Redacted]	[Redacted]	[Redacted]	15/03
[Redacted]	[Redacted]	[Redacted]	15/03
[Redacted]	[Redacted]	[Redacted]	19/03
[Redacted]	[Redacted]	[Redacted]	20/03

This page is intentionally left blank

Issued premises licences and club certificates within an area



PREM/00996/004 - Suju's, 121A Markham Avenue, Harehills, Leeds, LS8 4JD

Sale by retail of alcohol

Every Day

11:00 - 23:00

PREM/04097/001 - Dacia Foods Ltd, 87 - 89 Harehills Avenue, Chapeltown, Leeds, LS8 4ET

Sale by retail of alcohol

Every Day

12:00 - 23:00

Provision of late night refreshment

Every Day

23:00 - 00:00

Performance of live music

Every Day

15:00 - 00:00

Performance of recorded music

Every Day

12:00 - 00:00

This page is intentionally left blank



Report Author: Mr Matthew Nelson
0113 378 5029

Report of the Chief Officer Elections and Regulatory

Report to Licensing Sub Committee

Date: Tuesday 16th April 2019

**Subject: Application to Vary a Premises Licence held by Headingley Pavilion
Headingley Stadium, St Michaels Lane, Headingley, Leeds, LS6 3BR**

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s):		
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 made by Headingley North-South Stand Limited for Headingley Pavilion, Headingley Stadium, St Michaels Lane, Headingley, Leeds, LS6 3BR.

The application is made for a premises that operates as the Headingley Pavilion within Headingley Stadium.

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

The application has attracted representations from other persons expressing concerns that granting the application will potentially add to issues surrounding noise nuisance.

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") to vary 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 History of Premises

- 2.1 These premises have had the benefit of a premises licence since the transition to the current legislation on 24th November 2005. An application to convert the existing Justices' On Licence, Supper Hours Certificate and Public Entertainment Licence was granted successfully.
- 2.2 The only subsequent application to the one above is an application to transfer the premises licence to the current holder Headingley North-South Stand Limited. This transfer was effective from 25th February 2019 and did not attract representation from West Yorkshire Police.
- 2.3 A copy of the current premises licence details can be found at Appendix A.

3 The Application

- 3.1 The applicant is Headingley North-South Stand Limited.
- 3.2 In brief, the application is to:
 - To add late night refreshment Monday to Saturday 23:00 until 02:00 hours;
 - To add entertainment similar to live music, recorded music or dance on Sundays 12:00 until 22:30 hours;
 - Relocate the bar areas on the first and third floors of the premises and the addition of a new bar in the private dining area on the third floor of the premises;
 - The removal of all bar areas on the ground floor to facilitate kitchen and staff areas; and
 - To remove and/or replace certain conditions of the operating schedule.
- 3.3 A copy of the redacted application form is attached at Appendix B.
- 3.4 A copy of the plans showing the proposed layout of the premises are attached at Appendix C. Larger and higher quality plans will be available for Members to view on the day of the hearing.

4

The Operating Schedule

- 4.1 The applicant has been in discussion with West Yorkshire Police regarding the amendments proposed to the conditions under the current operating schedule. West Yorkshire Police have not submitted a formal representation but they have

requested clarification on the proposed changes to the conditions. A copy of that e-mail thread is included at Appendix D for Members to view.

- 4.2 In order to replace the removed conditions the applicant proposes to promote the licensing objectives by taking the steps identified in Section M of the application form. The codes provided in this section are specific to measures taken for the Pro-Forma Risk Assessment V7 and Members are invited to view a copy of this document at Appendix E.

5 Location

- 5.1 A map which identifies the location of these premises is attached at Appendix F.
- 5.2 To provide Members with an overview of the Pavilion's location within the stadium, a detailed site plan is attached at Appendix G.

6 Representations

- 6.1 Under the Act representations can be received from anyone but must be relevant and, in the case of members of the public, must not be frivolous or vexatious.

Representations from Responsible Authorities

- 6.2 There have been no representations from responsible authorities.

Other representations

- 6.3 The application has attracted representations from members of the public (described as 'other persons' in the legislation).
- 6.4 In total the Licensing Authority is in receipt of 13 relevant representations from other persons expressing concerns centered primarily on the potential noise nuisance for residents and families in the area, if the application is granted.
- 6.5 Many of the representations also make reference to how granting the application will undermine the other Licensable Objectives.
- 6.6 In order to protect personal data, redacted copies of the representations are attached at Appendix H. Original copies will be available at the hearing for Members consideration.

7 Licensing Hours

- 7.1 Members are directed to paragraphs 6.8 to 6.15 for the Statement of Licensing Policy which states the criteria that will be applied to any decision for new applications or variations which include extending hours.
- 7.2 In brief the Policy states at 6.14 that restrictions may be made to the proposed hours of use where, after receiving relevant representations, the council considers it appropriate for the promotion of the licensing objectives to do so. The council will take into account the existing pattern of licensed premises in an area when considering what is appropriate to promote the objectives. Applications which are

significantly out of character for a locality will need to demonstrate that granting the hours sought will not impact on the licensing objectives.

7.3 A list of premises in the local area and their licensed hours and activities is provided at appendix I.

8 Equality and Diversity Implications

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

9 Options Available to Members

9.1 The licensing subcommittee 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.

9.2 Members of the licensing subcommittee 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 and relevant to the application.

10 Background Papers

- Guidance issued under s182 Licensing Act 2003
- Statement of Licensing Policy

Details of premises licence

For: Headingley Pavilion



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

Licence number: PREM/01872/002

Premises the licence relates to: Headingley Pavilion, Headingley Stadium, St Michaels Lane, Headingley, Leeds, LS6 3BR

Date licence first effective: 24th November 2005

Date current version effective from: 25th February 2005

Licensable activities authorised by the licence:

Sale by retail of alcohol	
Monday to Saturday	11:00 - 02:00
Sunday	12:00 - 22:30
Performance of live music	
Monday to Saturday	08:00 - 02:00
Performance of recorded music	
Every Day	00:00 - 23:59
Performance of dance	
Monday to Saturday	08:00 - 02:00
Entertainment similar to live music, recorded music or dance	
Monday to Saturday	08:00 - 02:00

Opening hours of the premises:

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

Premises licence holder(s):

Headingley North-South Stand Limited, Headingley Pavillion, Headingley North-South Stand Limited, Emerald Headingley Stadium, St. Michael's Lane, Headingley, Leeds, LS6 3BR

Designated premises supervisor:

Mr John Hill

Access to the premises by children

Access to the premises by children is restricted

Annex 1 – Mandatory Conditions

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

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

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

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

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

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

7. The responsible person must ensure that -

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

Embedded Restrictions

8. Alcohol shall not be sold or supplied except during the hours stated on this licence and:

- a. On Christmas Day, 12 noon to 3 p.m. and 7 p.m. to 10.30 p.m.
- b. On New Year's Eve from the end of permitted hours on New Year's Eve to the start of permitted hours on the following day (or, if there are no permitted hours on the following day, midnight on 31st December).

9. Alcohol may be sold or supplied for one hour following the hours set out above and on Christmas Day, between 3 pm and 7 pm to persons taking table meals in the premises in a part of the premises usually set apart for the service of such persons and for consumption by such a person in that part of the premises as an ancillary to his meal. For other purposes or in other parts of the premises the hours set out above shall continue to apply.

10. The above restrictions do not prohibit:

- a. the taking of the alcohol from the premises, (unless the alcohol is supplied or taken in an open vessel,) during the first thirty minutes after above hours;
- b. the consumption of the alcohol on the premises by persons taking meals there during the first thirty minutes after the above hours, if the alcohol was supplied for consumption ancillary to those meals.
- c. consumption of the alcohol on the premises by, or, the taking, sale or supply of alcohol to any person residing in the licensed premises;
- d. the ordering of alcohol to be consumed off the premises, or the despatch by the vendor of alcohol so ordered;
- e. the sale of alcohol to a trader or club for the purposes of the trade or club;

- f. the sale or supply of alcohol to any canteen or mess, being a canteen in which the sale or supply of alcohol is carried out under the authority of the Secretary of State or an authorised mess of members of Her Majesty's Naval, Military or Air Forces;
 - g. the taking of alcohol from the premises by a person residing there; or
 - h. the supply of alcohol for consumption on the premises to any private friends of a person residing there who are bona fide entertained by him at his own expense, or the consumption of alcohol by persons so supplied;
 - i. the supply of alcohol for consumption on the premises to persons employed there for the purposes of the business carried on by the holder of the licence, or the consumption of liquor so supplied, if the liquor is supplied at the expense of their employer or of the person carrying on or in charge of the business on the premises.
11. Where the number of children attending the entertainment exceeds 100 the licensee shall ensure that the provisions of Section 12 of the Children and Young Persons Act 1933 are complied with.
12. Throughout all parts of these conditions the phrase `Licensing Authority' means the Leeds City Council.
13. a) Unless the hours for which the Licence is valid are expressly stated on the Licence there shall be no performance of any nature before 8.00 am or after 11.00pm on any day of the week including Saturdays, or after 10.30pm Sundays, without the prior consent of the Licensing Authority.
- b) There shall be no dancing or performance including dancing on any day appointed by Public Authority as a day of public mourning.
14. The Chief Constable of the West Yorkshire Police, any Police Officer, the Chief Fire Officer, any authorised officer in uniform of the West Yorkshire Fire Authority, any authorised Environmental Health Officer and their equipment and any other person authorised by the Licensing Authority shall have free access to all parts of the licensed premises at all reasonable times for the purpose of supervising the observance and enforcement of these conditions.
15. The Licensee shall be responsible for carrying out the provisions of these Conditions of the Licence. The Licensee shall take due precautions for the safety of the public, employees and performers, shall retain control over all areas of the licensed premises and shall ensure that nothing shall take place on the premises which:
- a) is likely to cause disorder or breach of the peace;
 - b) is likely to be grossly offensive to any person on the premises;
 - c) involves drugs misuse; or
 - d) involves any other unlawful activity.
16. The Licensee, or some other responsible person not less than eighteen years of age *and nominated in writing for the purpose, shall be in charge of, and remain upon the licensed premises whenever they are used for licensed purposes. They shall not be engaged in any duties which prevent them from exercising general supervision and control.
17. Any written nomination of management shall be served on the Licensing Authority and a copy of the same shall also be retained on the premises and kept available for immediate inspection by any Official of the Licensing, Police or Fire Authority.
18. The Licensee shall provide notice of his or her intention to provide any form of entertainment which includes lap dancing, pole dancing, table dancing, striptease or any form of nudity or semi nudity on the part of the performers or the staff employed on the premises. Any entertainment of this nature will be subject to additional standard special conditions of the licence.

19. The person in charge shall be conversant with all licence conditions.
20. Any venue which accommodates external promoters shall maintain a register or a diary system to record all such events. Each entry should contain the specific date of the event, nature/title of the event and the name, address and contact telephone number of the promoter specific to that event. The register must be available for immediate inspection on request by any Official of the Licensing Authority or it's authorised agents.
21. The maximum number of persons allowed in the stated areas whilst the Licence is in force is:
Taverners Bar - 500 persons
Balcony/Ballroom - 500 persons
Vice Presidents (Premier) - 600 persons
22. The Licensee shall not permit persons in excess of the number specified on the licence to enter or occupy any portion of the licensed premises.
23. The Licensee shall ensure that staff are familiar with the maximum capacity of the premises.
24. The Licensee shall display notice containing details as to the maximum capacity figure in a prominent position upon entry to the premises. Where the capacity is divided into separate floors/areas within the premises notice of the appropriate capacity for each floor/area shall also be prominently displayed upon entry to the relevant floor/area.
25. The licensee shall at any time whilst the premises are in use be aware of the precise number of patrons on the premises. Where the licence covers different floors/areas, the licensee shall be aware of the number of patrons in each area at any given time and ensure that the numbers do not exceed those as stipulated on the licence. This information shall immediately be supplied on request to any Official of the Licensing, Police or Fire Authority.
26. Appropriately trained staff shall be provided to oversee general safety within the premises, and these shall be provided to a minimum number of one member of staff per 250 occupancy or part thereof, in accordance with the occupancy figure as stated on the Public Entertainment Licence.
27. Furthermore, in addition to the above the licensee shall ensure that an appropriately trained member of staff is designated to each emergency exit door to assist in the event of an emergency evacuation.
28. All members of staff shall be instructed in the safety precautions to be observed in the premises as far as those precautions relate to their duties and to the action to be taken by them in the event of fire or emergency.
29. All exits, passages, landings and stairways shall be kept free from obstruction at all times when the premises are used for licensed purposes.
30. A clear unobstructed route leading from each fire exit to a place of safety outside the premises shall be provided and maintained available for use at all times.
31. Every door in the building for use by members of the public going from the auditorium to the outside of the building shall open outwards, unless the Licensing Authority shall have been satisfied that this is impracticable to the circumstances of the particular case, and shall be capable of being opened easily and immediately from the inside, without the use of a key, when required.
32. Where, with the prior consent of the Licensing Authority, doors or gates across exits open inwards, they shall be fastened fully opened so as not to form an obstruction.
33. If security is required for outward opening fire exit doors, then they should be secured with panic bolt or panic latch type fastenings only to the satisfaction of the Licensing and Fire

Authority. A conspicuous 'PUSH BAR TO OPEN' sign should be provided immediately above the push bars.

34. Any removable fastenings permitted by the Licensing or Fire Authority for securing exit doors when the public are not on the premises shall be removed before the public are admitted to the premises and shall not be replaced until the public have vacated the building.
35. Illuminated fire exit sign boxes lit by both primary and emergency lighting should be provided above all exits. Illuminated boxes incorporating graphic fire exit symbols, e.g. man moving through open door, should have white symbols on a green background. The size of the exit boxes should be appropriate for the maximum viewing distances involved.
36. Doors and openings other than exits to or from parts of the licensed premises to which the public are admitted shall be provided with notices indicating their uses or shall be marked "Private", and wherever practicable shall be kept secured. Where exit doors are fitted with automatic bolts they shall be clearly indicated with the words "PUSH BAR TO OPEN".
37. Where curtains are provided across an exit doorway they shall be divided at the centre and shall not trail the floor.
38. Except with the consent of the Licensing Authority, bars, wire guards or the like shall not be fitted to windows, nor shall the windows be otherwise obstructed in a manner likely to render them unavailable for the purposes of rescue in case of emergency.
39. The closing of collapsible gates or shutters across exit openings shall be prohibited whilst the public are in the premises.
40. The licensed premises shall be provided with fire appliances suitable to the fire risk in the premises and to the satisfaction of the Fire Authority.
41. Fire appliances shall be affixed to wall brackets to the satisfaction of the Fire Authority, and available for instant use at all times.
42. Fire extinguishers should be regularly examined, tested and maintained in accordance with the current British Standard to the satisfaction of the Fire Authority.
43. The licensee and employees should be made fully conversant with the location of fire appliances, method of operation and safe use, and with the action to be taken in case of fire.
44. A manually operated electrical fire alarm system shall be provided to the satisfaction of the Fire Authority. The alarm should be clearly audible in all parts of the building.
45. The Fire alarm system should be tested on a weekly basis in accordance with the current British Standard and to the satisfaction of the Fire Authority. The result of all tests with the exception of the daily inspection should be recorded in a suitable log book provided for the purpose. The log book should be available for immediate inspection upon request of any official of the Licensing or Fire Authority.
46. The licensee and all employees should be made familiar with the method of giving warning of fire and with the escape route available from each part of the premises to which they resort or in which they may work.
47. All fire doors shall be maintained self-closing and shall not be secured in an open position.
48. A system for automatically cutting off the sound system which is linked to the sounding of the fire alarm shall be provided.
49. All scenery, drapes, curtains and decorations within the licensed premises shall be made of such material or shall be treated and maintained so as to be flame retardant in accordance with the current British Standard and to the satisfaction of the Fire Authority.

50. Plastic decorations are not acceptable.
51. Filling materials used in furnishings should be restricted to combustion modified foam or other materials having at least the same standard of fire performance. Upholstered furniture and floor coverings should comply with the current British Standard to the satisfaction of the Fire Authority.
52. Flues from kitchens and serveries and over grills and all ventilating shafts shall be maintained in a clean condition.
53. Smoking shall be strictly prohibited within the stage risk area and in dressing rooms. Notices bearing the words "NO SMOKING" in red letters on a white background shall be conspicuously displayed in these areas.
54. Where any open fireplaces, high temperature heating appliances or naked flames are used they shall be adequately protected by a suitable guard.
55. In the event of the heating being by a central heating system the heating apparatus shall be placed in a separate room from the auditorium. The door between this room and the auditorium should be self-closing and fire-resistant to a one hour standard.
56. Explosives, inflammable liquids or high inflammable articles shall not be brought into or used within any portion of the licensed premises.
57. No exhibition, demonstration or display of pyrotechnics or displays involving the use of fire shall be given in the licensed premises without the prior consent of the Licensing and Fire Authority. At least fourteen days written notice of application must be supplied in such circumstances.
58. No exhibition, demonstration or display of laser equipment shall be given by any person in the licensed premises and no laser equipment shall be used by such person in the said premises unless the Director of the Leeds Environment Department has been given not less than 14 days previous written notice.
59. At entrances to venues where strobe lighting is in use warnings should be posted that stroboscopic lighting is in use and the possibility that susceptible people may be affected.
60. Flicker rates from stroboscopic lighting should be set at 4 or less flickers per second. This frequency shall apply to the combined flicker rates on any group of lights which can be directly gazed at.
61. In all parts of the building to which the public are admitted and in all passages, corridors, ramps and stairways to which the public have access and which lead from the auditorium to the outside of the building, there shall provided adequate illumination by general lighting to the satisfaction of the Licensing Authority.
62. In addition to the general lighting, adequate illumination to enable the public to see their way out of the building, without the assistance of the general lighting, shall be provided in the auditorium and all other parts of the building to which the public are admitted and in all passages, corridors, ramps and stairways, which lead from the auditorium to the outside of the building. This lighting shall be referred to as the safety lighting.
63. The safety lighting shall be provided from a source other than that of the general lighting.
64. All notices and exit indications shall be illuminated by both general and safety lighting.
65. The safety lighting shall be kept on at all times when the public are on the premises except in those parts of the building which are lit equally well by daylight.
66. Any battery supplying safety lighting shall be fully charged before the public are admitted to the premises and shall be of such capacity and so maintained as to be capable of supplying at

normal voltage, the full load of the safety lighting during the whole time that the public are on the premises.

67. If there is a failure of the general lighting and the lighting is not restored within one hour, the public in the licensed premises shall be instructed to leave the building.
68. If there is a failure of the safety lighting, all parts of the building required to be illuminated by the safety lighting shall be immediately illuminated by the general lighting and the public in the licensed premises shall be instructed to leave the building forthwith.
69. Electrical apparatus and equipment within the building shall not be used for such purpose, or in such a manner, or when it is such a condition, as to cause danger of electric shock, fire or explosion.
70. Where gas is used for the lighting all gas burners within reach of the public shall be protected by glass or wire gloves and all gas taps shall be guarded in such a manner as to prevent unauthorised interference.
71. Electrical installation (including the fire alarm and emergency lighting systems) shall be in the charge of a competent electrician whose name is published on the Roll of National Inspection Council for Electrical Installation Contracting, or a member of Electrical Contractors' Association.
72. One of the following protective measures shall be used for all socket-outlets which may be used for the connection for lighting, video or sound amplification equipment and display models:
 - a) Each socket-outlet circuit shall be protected by a residual current device having a rated residual operating current not exceeding 30mA.
 - b) Each individual socket-outlet shall be protected by an integral residual current device having a rated residual operating current not exceeding 30mA.
73. The current operation of all residual current devices shall be checked regularly by pressing the test button. If the device does not switch off the supply, an electrical contractor should be consulted. At the same time action should be taken to prohibit the use of socket outlets associated with a faulty residual current device.
74. The Licensee shall ensure that the electrical installation to the whole of the premises carries a recent safety certificate issued by a competent electrician whose name is published on the Roll of National Inspection Council for Electrical Installation Contracting, or a member of the Electrical Contractors' Association.
75. The inspection shall include ALL electrical appliances and fire alarm and emergency lighting systems.
76. The licensee shall ensure that the electrical installation is checked on an annual basis and on renewal of the Public Entertainment Licence shall furnish the Licensing Authority with a copy of an Electrical Safety Certificate valid for the period of the licence.
77. Suitable and sufficient sanitary accommodation must be provided and maintained to the satisfaction of the Chief Environmental Health Officer.
78. The premises shall at all times be maintained in a clean, sanitary and safe condition and shall be open during the continuance of this licence to an inspection by the Licensing Authority or their authorised agents.
79. Any seating in the licensed premises shall be so arranged as to allow free access to all exits there from.
80. For a closely seated audience chairs shall be either securely fixed to the floor or alternatively shall be battened securely together in units of not less than four seats. Adequate gangways, not less than 42" (1100mm) wide, unless otherwise approved by the Licensing Authority, shall

be provided. The gangways shall lead directly to each exit door and shall be kept free from obstruction. No seat shall be more than twelve feet (4.0m) from any gangway.

81. Seating in invalid chairs other than engine driven chairs will be permitted subject to any condition imposed by the Licensing and Fire Authority.
82. Means of access, egress and emergency egress shall be provided and maintained in accordance with any recommendations of the Licensing and Fire Authority.
83. Alterations or additions, whether permanent or temporary, to the structure, the lighting, electrical heating, ventilating, mechanical, or installations, or to the seating, gangways or other arrangements in building in which the licensed premises are situated shall not be made except with the consent of the Licensing Authority and in accordance with any conditions of such consent.
84. The Licensee shall maintain a first aid box on the premises in accordance with the Health and Safety (First Aid) Regulations 1981 and make sure that:
 - it is accessible at all times
 - items are replaced as they are used
85. Any person who appears unwell, including those affected by drugs or alcohol, must be seen by a trained first aider, who shall:
 - give first aid
 - if necessary, seek medical assistance
86. The licensee shall maintain an Incident Report Register within which staff must record any incident which has occurred on the premises.
87. The Incident Report Register must be retained on the premises for a period of one year, taken from the date of the last entry, and include the following:
 - a) consecutively numbered pages;
 - b) the date and time of incident;
 - c) the nature of incident;
 - d) the full name/s of staff involved including the registration number of any door staff, and to whom the incident was reported, including the names and numbers of any police officers who attended the scene of the incident and details of any witness/es;
 - e) Any notes relative to the incident.
88. Incident Report Registers shall be produced for immediate inspection on request by any Official of the Licensing or Police Authority.
89. The premises must be effectively ventilated when the public are present. Any mechanical ventilation system must be properly maintained.
90. Drinking water provision must be clearly available, free of charge, at all times whilst the Entertainment Licence is operative.
91. This facility must be kept in a clean condition.
92. No exhibition, demonstration or performance of hypnotism shall be given on any person in the premises except with the express consent of the Licensing Authority and subject to such conditions as the Licensing Authority may attach to such consent. Any notification of intention to stage a hypnotist should be made in writing providing at least fourteen days notice.

93. The Licensee shall ensure that no nuisance is caused by noise or vibration emanating from the licensed premises resulting from the use of this Licence. The Licensee shall provide urgent attention to any reports of noise nuisance, and act upon direction of the Licensing Authority.
94. Licensees are reminded that unauthorised flyposting is an offence under the Town & Country Planning Act 1990, as amended, Section 224.
95. In the case of an audience consisting of persons under 16 years of age, the minimum number of staff shall increase to a ratio of one per 100 occupancy.
96. At any licensed function no child shall be permitted to occupy any seat in the front row of the balcony, gallery or tier unless accompanied by, or in the charge of a person who appears to have attained the age of 16 years.
97. The Licensee shall ensure that any persons employed on the premises to work in the capacity as a door supervisor, hold current registration with the SIA and comply with all relevant rules and regulations laid down by that body.
98. Door Staff Daily Record Register
- The Licensee shall maintain a Daily Record Register which is to be completed on a daily basis by the door staff when they commence and finish duty.
99. The Daily Record Register must be retained on the premises for a period of one year, taken from the date of the last entry, and include the following:
- a) consecutively number pages;
 - b) the registration number and full name of each registered person on duty;
 - c) the date and time that he/she commenced that period of duty with a signed acknowledgement by that person;
 - d) the time at which he/she finished duty with a signed acknowledgement by that person.
100. Daily Record Registers shall be produced for immediate inspection on request by any official of the SIA, Police or Licensing Authority.
101. Licence holders must have a written search policy for those entering the premises.
- All members of staff must be acquainted with this policy.
102. Sufficient number of staff of both sexes shall be on duty to undertake any searches of the public.
103. Clear and visible notices should be displayed to those entering the premises detailing the establishments search policy. These signs should state that the police will be informed if anyone is found in possession of controlled substances or weapons.
104. Secure receptacles, to the standard as required by the West Yorkshire Police, must be provided in a restricted part of the building for staff to deposit drugs and weapons.
105. Any seizure of controlled substances and weapons must be recorded in the Incident Report Register and reported to the police at the earliest possible time.
106. The licensee shall ensure that drinks glasses and any other glass receptacles are prevented from being taken off the premises accepting off-sales and their legitimate sale.
107. A suitable CCTV system operated in accordance with guidelines from the West Yorkshire Police shall be provided.

108. Any exemption to this condition must be agreed by the West Yorkshire Police and Licensing Authority.

Annex 2 – Conditions consistent with the operating schedule

Additional details in respect of licensable activities authorised by this licence

Performance of live music

Location of activity: Indoors

Performance of recorded music

Location of activity: Indoors

Performance of dance

Location of activity: Indoors

Entertainment similar to live music, recorded music or dance

Location of activity: Indoors

Conditions consistent with the operating schedule relating to the licensing objectives

General – All four licensing objectives

109. For the ground floor of the pavilion the following conditions shall apply:

- That there shall be no sale or supply of alcohol or intoxicating liquor for consumption off the premises.
- That on the occasion of any rugby match or first class cricket match where a charge is made for admission to the premises there shall be no sale or supply or consumption of intoxicating liquor save to;

Ticket Holders

- Those persons who have paid for admission
- Sponsors and guests
- Employees and or/guests of the Yorkshire County Cricket Club and or/ the Leeds Cricket Football and Athletic Company Ltd.
- That such restrictions as to the sale of intoxicating liquor set out in paragraph 2 above shall not apply on those days upon which cricket matches are played from 2 hours after the close of play on those days upon which cricket matches are played.

110. For the mezzanine, first and second floor of the pavilion the following conditions shall apply:

- That there shall be no sale or supply of intoxicating liquor for consumption off the premises.
- That the sale, supply and consumption of intoxicating liquor takes place only on the occasion of matches or other sporting events or gatherings, dances, conferences or pre arranged bona fide private functions.
- There shall be no application under the authority of this licence for the grant of an occasional licence.

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

None

This page is intentionally left blank



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

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 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.

WeHEADINGLEY NORTH-SOUTH STAND 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.

Premises licence number	PREM/01872
--------------------------------	------------

Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description Headingley Pavilion Emerald Headingley Stadium St Michael's Lane Headingley	
Post town Leeds	Post code LS6 3BR

Telephone number of premises (if any)	0113 2033 850
---------------------------------------	---------------

Non domestic rateable value of premises	£138,0000
---	-----------

Part 2 – Applicant Details

Daytime contact telephone number	
----------------------------------	--

Email address (optional)	
--------------------------	--

Current postal address if different from premises address	
---	--

Post Town		Postcode	
-----------	--	----------	--



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?

Day		Month		Year			

Do you want the proposed variation to have effect in relation to the introduction of the late night levy? (Please see guidance note 1)

Yes No

Please describe briefly the nature of the proposed variation (please read guidance note 2)

1. The provision of late night refreshment Monday – Saturday 23:00 – 02:00
2. Entertainment similar to live music, recorded music or dance on Sundays 12:00 to 22:30
3. Relocation of bar areas on the first floor and third floor of the premises and provision of a new bar in the private dining area on the third floor of the premises.
4. Removal of all bar areas on the ground floor which will now be kitchen and staff areas.

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 the application to vary is successful.

Please tick all that apply

Provision of regulated entertainment

- a) play (if ticking yes, fill in box A)
- b) films (if ticking yes, fill in box B)
- c) indoor sporting events (if ticking yes, fill in box C)
- d) boxing or wrestling entertainment (if ticking yes, fill in box D)
- e) live music (if ticking yes, fill in box E)
- f) recorded music (if ticking yes, fill in box F)
- g) performances of dance (if ticking yes, fill in box G)
- h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)

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 8)			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please read guidance note 5)	Both	
Tue					
Wed			State any seasonal variations for performing play (please read guidance note 6)		
Thur					
Fri			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 7)		
Sat					
Sun					

B

Films Standard days and timings (please read guidance note 8)			Will the exhibition of a films take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please read guidance note 5)	Both	
Tue					
Wed			State any seasonal variations for the exhibition of films (please read guidance note 6)		
Thur					
Fri			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 7)		
Sat					
Sun					

C

Indoor sporting events Standard days and timings (please read guidance note 8)			Please give further details (please read guidance note 5)
Day	Start	Finish	
Mon			
Tue			State any seasonal variations for indoor sporting events (please read guidance note 6)
Wed			
Thur			
Fri			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 7)
Sat			
Sun			

D

Boxing or wrestling entertainment Standard days and timings (please read guidance note 8)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	
Day	Start	Finish		Outdoors	
Mon				Both	
Tue			Please give further details here (please read guidance note 5)		
Wed			State any seasonal variations for the boxing or wrestling entertainment (please read guidance note 6)		
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 7)		
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 8)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please read guidance note 5)	Both	
Tue					
Wed			State any seasonal variations for the performance of live music (please read guidance note 6)		
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 7)		
Sat					
Sun					

F

Recorded music Standard days and timings (please read guidance note 8)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please read guidance note 5)	Both	
Tue					
Wed			State any seasonal variations for the playing of recorded music (please read guidance note 6)		
Thur					
Fri			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 7)		
Sat					
Sun					

G

Performance of dance Standard days and timings (please read guidance note 8)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon			Please give further details here (please read guidance note 5)		
Tue					
Wed			State any seasonal variations for the performance of dance (please read guidance note 6)		
Thur					
Fri			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. (please read guidance note 7)		
Sat					
Sun					

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 8)			Please give a description of the type of entertainment you will be providing		
			Will the entertainment take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			Please give further details here (please read guidance note 5)		
Tue					
Wed			State any seasonal variations for the entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 6)		
Thur					
Fri			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. (please read guidance note 7)		
Sat					
Sun	12:00	22:30			

Late night refreshment Standard days and timings (please read guidance note 8)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	<input checked="" type="checkbox"/>
Day	Start	Finish		Outdoors	
Mon	23:00	02:00	Please give further details here (please read guidance note 5) Late night refreshment such as tea, coffee will be provided at the end of a meal and taken in any of the suites	Both	
Tue	23:00	02:00			
Wed	23:00	02:00	State any seasonal variations for the provision of late night refreshment (please read guidance note 6)		
Thur	23:00	02:00			
Fri	23:00	02:00	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. (please read guidance note 7)		
Sat	23:00	02:00			
Sun	23:00	02:00			

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption on or off the premises or both – please tick (please read guidance note 9)	On the premises	
Day	Start	Finish		Off the premises	
Mon			State any seasonal variations for providing dancing facilities (please read guidance note 6)	Both	
Tue					
Wed					
Thur			Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list. (please read guidance note 7)		
Fri					
Sat					
Sun					

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 10)

None

L

Hours premises are open to the public Standard days and timings (please read guidance note 8)			State any seasonal variations (please read guidance note 6)
Day	Start	Finish	Non standard timings. Where you intend to open the premises to be open to the public at different times from those listed in the column on the left, please list. (please read guidance note 7)
Mon	08:00	02:30	
Tue	08:00	02:30	
Wed	08:00	02:30	
Thur	08:00	02:30	
Fri	08:00	02:30	
Sat	08:00	02:30	
Sun	08:00	23:00	

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

The current mandatory conditions 1 – 8 should remain but be updated

It is suggested that conditions 13 – 103 are removed to be replaced by the conditions specified in Box M on pages 11 and 12 of the application

Conditions 104 – 113 can remain

Please tick ✓ yes

- 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 failed to enclose the premises licence or relevant part of the 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, e) (please read guidance note 11)

Following assessment at the premises and its surrounding area the following is proposed.

30 minutes “drinking up” time for the premises to allow appropriate dispersal, use of lavatories etc.

The Applicant is particularly mindful of local residents and will adopt a policy consistent with existing policies at the Headingley Stadium to minimise any nuisance or disruption.

b) The prevention of crime and disorder

Effective and responsible management of premises.

Training and provision of staff.

Lighting in car parks and exterior areas.

Good relationship with other public houses in the area

Good relationship with local taxi services.

Incident Log maintenance

Door supervisors are employed at events where their presence is deemed appropriate depending on the nature of the event. Such staff monitor abuse of alcohol, the risk of drug use and public safety

7PF001, 7PF003, 7PF004, 7PF006, 7PF007, 7PF008, 7PF009, 7PF010, 7PF011, 7PF012, 7PF013, 7PF014, 7PF015, 7PF016, 7PF017, 7PF018, 7PF019, 7PF020, 7PF021, 7PF022, 7PF023, 7PF024, 7PF025, 7PF026, 7PF027, 7PF028, 7PF029, 7PF035, 7PF037, 7PF039, 7PF040, 7PF041, 7PF042, 7PF045

20 Doorstaff

c) Public safety

Effective and responsible management of premises

Appropriate instruction, training and supervision of those employed

Regular testing (and certification) of procedures, appliances etc

Fire alarm system, emergency lighting, illuminated fire exit signs, provision of first aid boxes

Smoking policy adopted

Exterior lighting to front and rear (including car parks) of premises

Incident Log maintenance

No special effects (strobos/lasers/smoke machines or fireworks) will be allowed on the premises

7PF063, 7PF064, 7PF065, 7PF066, 7PF067, 7PF068, 7PF069, 7PF070, 7PF071, 7PF072, 7PF073, 7PF074, 7PF075, 7PF076, 7PF077, 7PF079, 7PF080

d) The prevention of public nuisance

Effective and responsible management of premises

Appropriate instruction, training and supervision to prevent incidents of public nuisance

Liaison with local transport providers

Exterior lighting to front and rear (including car park of premises)

Collection and disposal of litter

Display of notices asking for quiet dispersal

Effective monitoring and control of noise

The use of existing car parking to minimise noise

All car parks to be stewarded

7PF086, 7PF094, 7PF095, 7PF096

e) The protection of children from harm

Effective and responsible management of premises

No unaccompanied children allowed in premises

Limitation on the hours when accompanied children are allowed on the premises

Child policy displayed

No entertainment of an adult or sexual nature provided

Non-smoking throughout the premises

Proof of age schedule will be in operation and enforced

Soft drinks and non-alcoholic drinks will be available for children's consumption

7PF107, 7PF108, 7PF109, 7PF110, 7PF111, 7PF112, 7PF113, 7PF114, 7PF115, 7PF116, 7PF117, 7PF118, 7PF119

- Please tick ✓ Yes
- I have made or enclosed payment of the fee, or
 - I have not made or enclosed payment of the fee because this application has been made in relation to the introduction of the late night levy
 - 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, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.

Part 5 – Signatures (please read guidance note 12)

Signature of applicant (the current premises licence holder) or applicant’s solicitor or other duly authorised agent. (See guidance note 13). **If signing on behalf of the applicant please state in what capacity.**

Signature *HO Willis*
 Date *22/02/19*
 Capacity *SOLICITOR FOR THE APPLICANT*

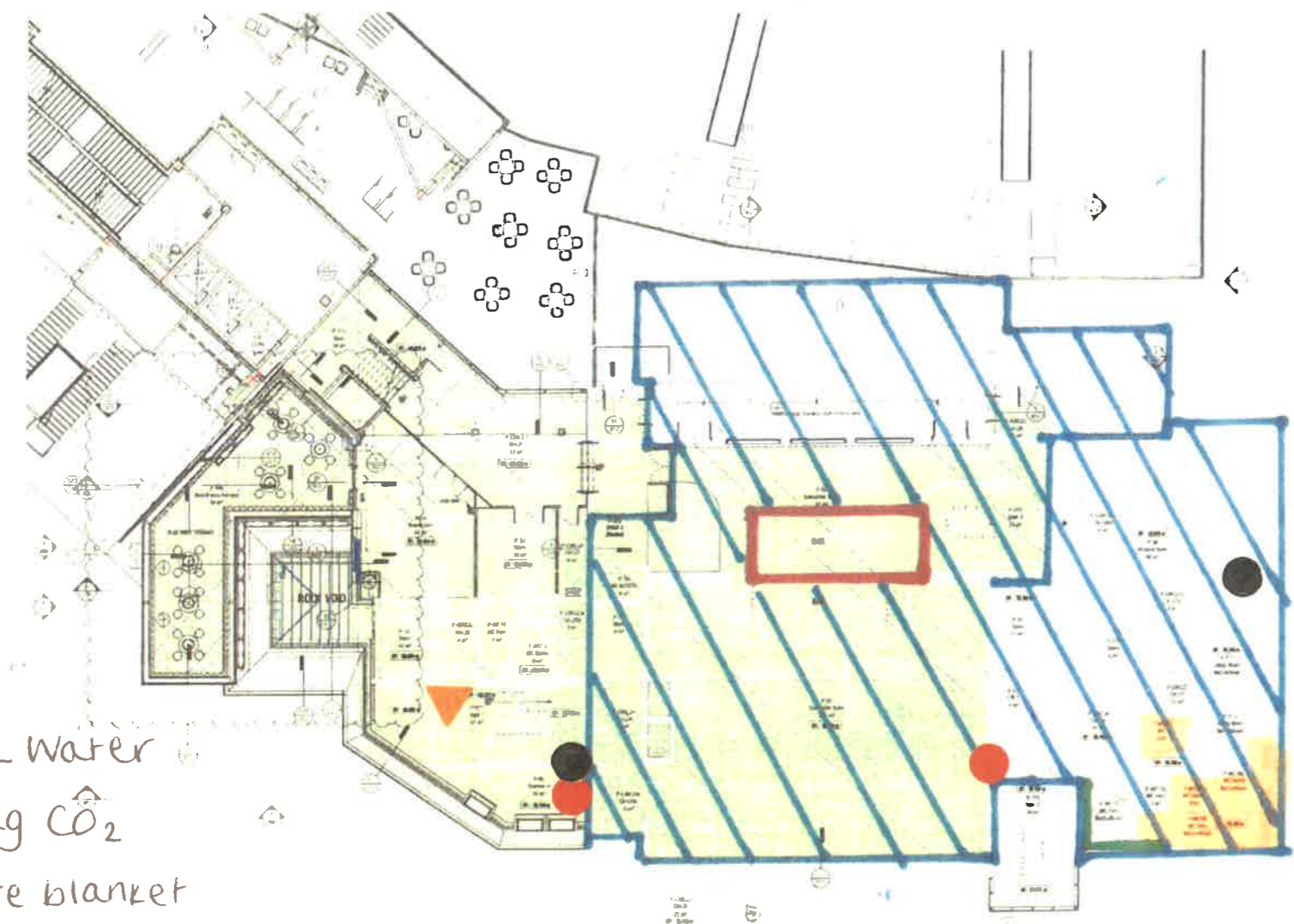
Where the premises licence is jointly held signature of 2nd applicant (the current premises licence holder) or 2nd applicant’s solicitor or other authorised agent. (please read guidance note 14). **If signing on behalf of the applicant please state in what capacity.**

Signature
 Date
 Capacity

Contact Name (where not previously given) and address for correspondence associated with this application (please read guidance note 15)	
Chadwick Lawrence LLP 13 Railway Street	
Post town Huddersfield	Post code HD1 1JS
Telephone number (if any) 01484 519999	
If you would prefer us to correspond with you by e-mail your e-mail address (optional)	
howardwillis@chadlaw.co.uk	

This page is intentionally left blank

Executive Site



- 6L Water
- 2kg CO₂
- ▲ Fire blanket

alcohol supplied from areas edged in red.

alcohol consumed from areas edged in blue

fire exit

trailers

Sf Sched of Works

PERIOD 100 - SCHED OF WORKS

The S/W is a summary of the work to be carried out during the period of the S/W. It is not intended to be a detailed programme of work. It is intended to provide a high level overview of the work to be carried out during the period of the S/W. It is intended to provide a high level overview of the work to be carried out during the period of the S/W.

SECOND FLOOR - INTERNAL WORKS

--- Disruption works
 --- Area of proposed works

P 0020 Construction currently no works are planned to this area

P 0021 Construction 21: floor slab construction

P 0022 Construction 22: Structure

P 0023 Construction 23: Structure

P 0024 Construction 24: currently no works are planned to this area

P 0025 Construction 25: currently no works are planned to this area

P 0026 Construction 26: currently no works are planned to this area

P 0027 Construction 27: currently no works are planned to this area

P 0028 Construction 28: currently no works are planned to this area

P 0029 Construction 29: currently no works are planned to this area

P 0030 Construction 30: currently no works are planned to this area

P 0031 Construction 31: currently no works are planned to this area

P 0032 Construction 32: currently no works are planned to this area

P 0033 Construction 33: currently no works are planned to this area

P 0034 Construction 34: currently no works are planned to this area

P 0035 Construction 35: currently no works are planned to this area

P 0036 Construction 36: currently no works are planned to this area

P 0037 Construction 37: currently no works are planned to this area

P 0038 Construction 38: currently no works are planned to this area

P 0039 Construction 39: currently no works are planned to this area

P 0040 Construction 40: currently no works are planned to this area

P 0041 Construction 41: currently no works are planned to this area

P 0042 Construction 42: currently no works are planned to this area

P 0043 Construction 43: currently no works are planned to this area

P 0044 Construction 44: currently no works are planned to this area

P 0045 Construction 45: currently no works are planned to this area

P 0046 Construction 46: currently no works are planned to this area

P 0047 Construction 47: currently no works are planned to this area

P 0048 Construction 48: currently no works are planned to this area

P 0049 Construction 49: currently no works are planned to this area

P 0050 Construction 50: currently no works are planned to this area

P 0051 Construction 51: currently no works are planned to this area

P 0052 Construction 52: currently no works are planned to this area

P 0053 Construction 53: currently no works are planned to this area

P 0054 Construction 54: currently no works are planned to this area

P 0055 Construction 55: currently no works are planned to this area

P 0056 Construction 56: currently no works are planned to this area

P 0057 Construction 57: currently no works are planned to this area

P 0058 Construction 58: currently no works are planned to this area

P 0059 Construction 59: currently no works are planned to this area

P 0060 Construction 60: currently no works are planned to this area

P 0061 Construction 61: currently no works are planned to this area

P 0062 Construction 62: currently no works are planned to this area

P 0063 Construction 63: currently no works are planned to this area

P 0064 Construction 64: currently no works are planned to this area

P 0065 Construction 65: currently no works are planned to this area

P 0066 Construction 66: currently no works are planned to this area

P 0067 Construction 67: currently no works are planned to this area

P 0068 Construction 68: currently no works are planned to this area

P 0069 Construction 69: currently no works are planned to this area

P 0070 Construction 70: currently no works are planned to this area

P 0071 Construction 71: currently no works are planned to this area

P 0072 Construction 72: currently no works are planned to this area

P 0073 Construction 73: currently no works are planned to this area

P 0074 Construction 74: currently no works are planned to this area

P 0075 Construction 75: currently no works are planned to this area

P 0076 Construction 76: currently no works are planned to this area

P 0077 Construction 77: currently no works are planned to this area

P 0078 Construction 78: currently no works are planned to this area

P 0079 Construction 79: currently no works are planned to this area

P 0080 Construction 80: currently no works are planned to this area

P 0081 Construction 81: currently no works are planned to this area

P 0082 Construction 82: currently no works are planned to this area

P 0083 Construction 83: currently no works are planned to this area

P 0084 Construction 84: currently no works are planned to this area

P 0085 Construction 85: currently no works are planned to this area

P 0086 Construction 86: currently no works are planned to this area

P 0087 Construction 87: currently no works are planned to this area

P 0088 Construction 88: currently no works are planned to this area

P 0089 Construction 89: currently no works are planned to this area

P 0090 Construction 90: currently no works are planned to this area

P 0091 Construction 91: currently no works are planned to this area

P 0092 Construction 92: currently no works are planned to this area

P 0093 Construction 93: currently no works are planned to this area

P 0094 Construction 94: currently no works are planned to this area

P 0095 Construction 95: currently no works are planned to this area

P 0096 Construction 96: currently no works are planned to this area

P 0097 Construction 97: currently no works are planned to this area

P 0098 Construction 98: currently no works are planned to this area

P 0099 Construction 99: currently no works are planned to this area

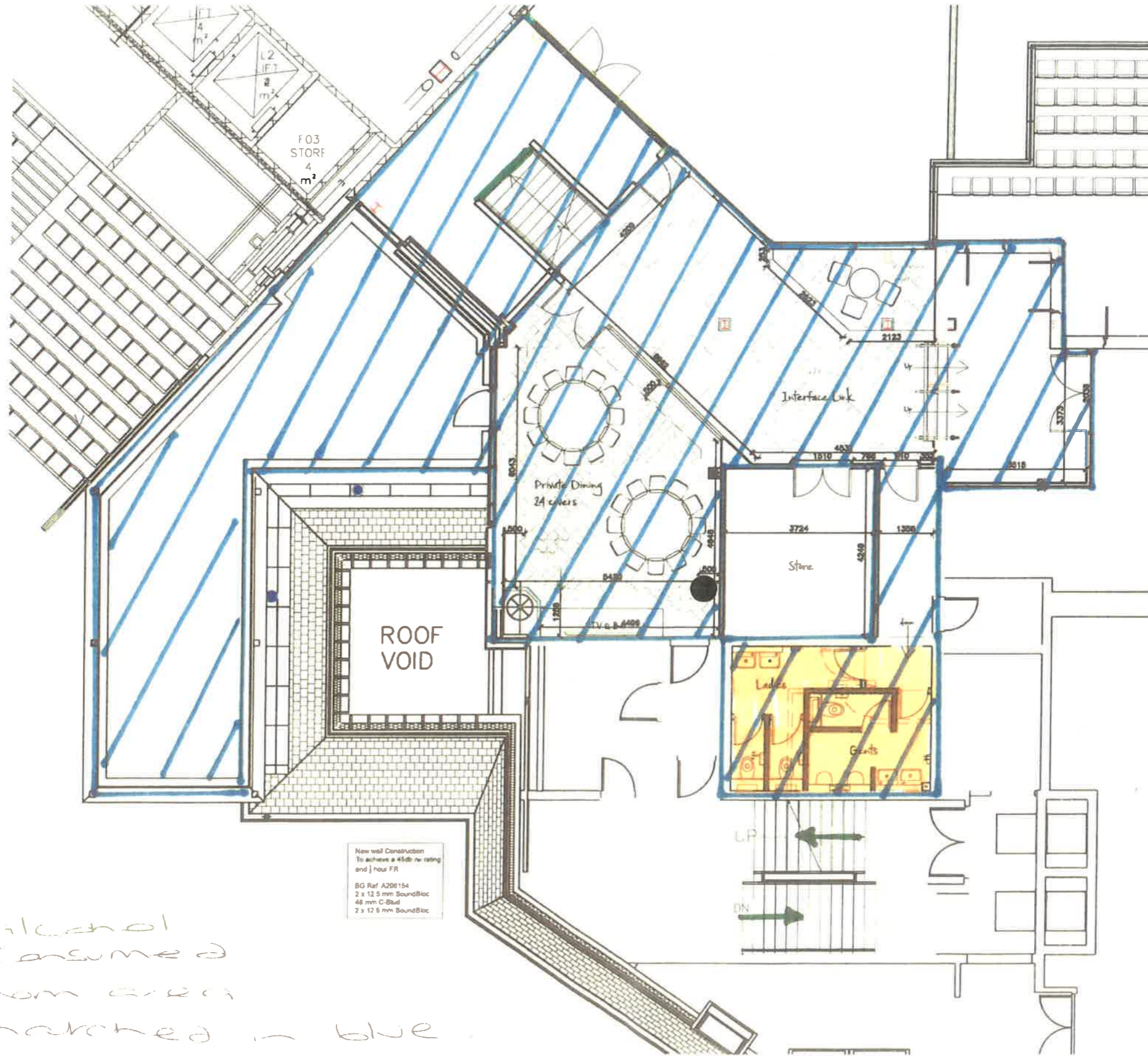
P 0100 Construction 100: currently no works are planned to this area



FOR CONSTRUCTION ARCHITECTURE

Location Plan
 caddick construction
 FOR CONSTRUCTION ARCHITECTURE

Private Dining | Executive Suite



● 2kg CO₂

— alcohol consumed from areas hatched in blue

— fire exit

— toilets

New wall Construction
To achieve a 45db rw rating and 1 hour FR
BG Ref A206154
2 x 12.5 mm SoundBloc
48 mm C-Stud
2 x 12.5 mm SoundBloc

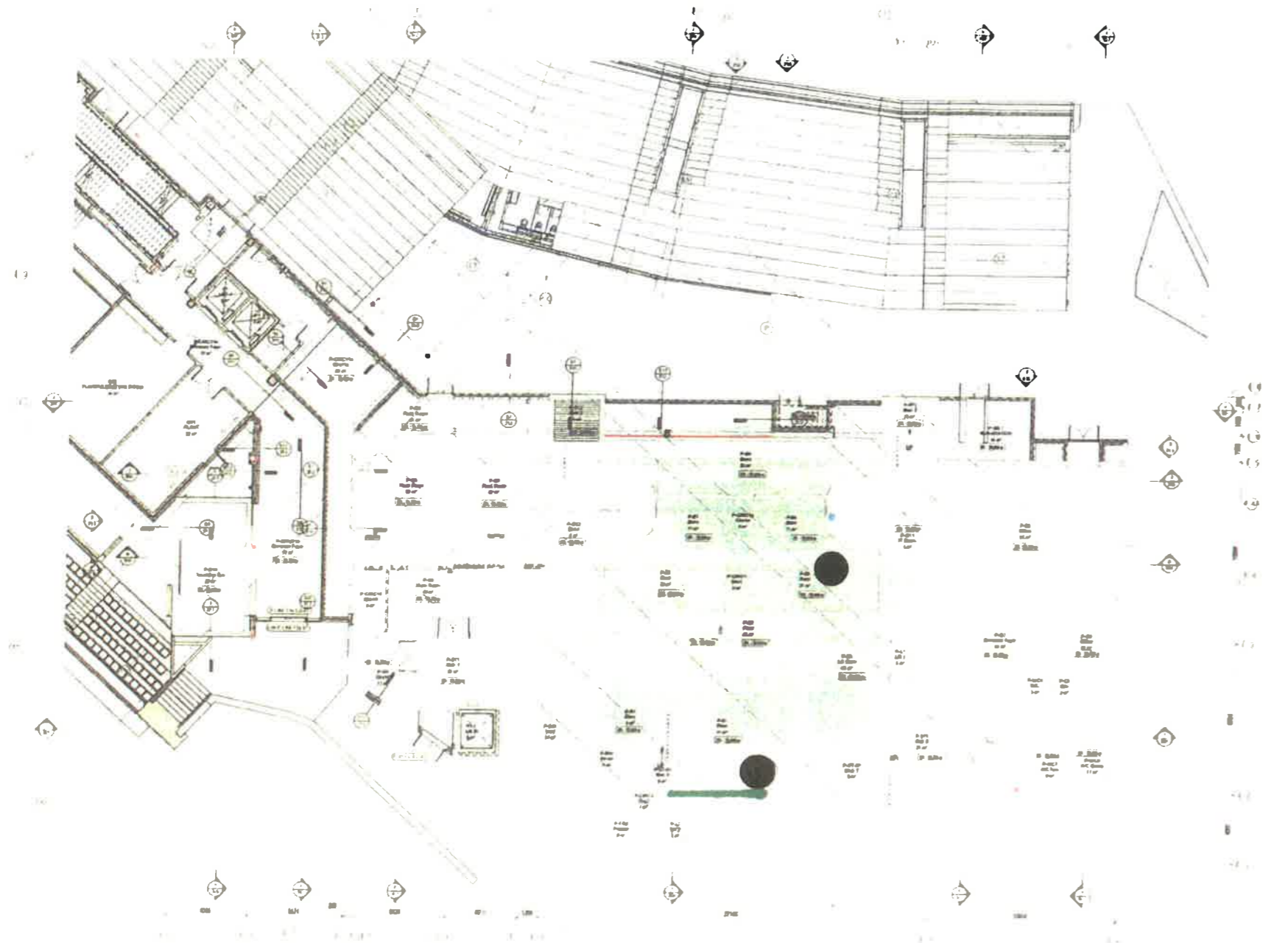
Copyright
The drawing and design and all the information contained therein is the sole copyright of Nanu Soda Ltd, and reproduction in any form is forbidden unless permission is obtained in writing.
No dimensions to be scaled from this drawing. All Contractors must verify all and be responsible for taking and checking all dimensions relative to the work. The Designer must be advised of any discrepancies in writing.

Revision
 REVA: Link glazed partition wall and aluminium stud wall position altered to suit 1300/18 PRICE
 REVB: Fire separation wall and door set installed within link 19.7.18
 REVC: Boardroom Timber fit not added. Timber floor present in Link removed 19.10.18 ELP
 REVD: Partition floor section added to link corridor and lobby updated in boardroom 27.10.18 ELP
 REV E: Tables in boardroom updated 31.10.18 ELP
 REV F: Boardroom cabinet updated. Dims added and steel wall construction 5.11.18 ELP
 REV G: Door swing in lobby 3.1.19 ELP
 REV H: Curtain wall amended 14.1.19 ELP

Scale	1:50 @ A1	Date	June '18	Drawn by	RYCE
Job title	Exec Level Link Headingley Pavilion Leeds	Drawing title	Exec Level PDR Boardroom Link Proposed GA	Drawing Number	589-102H
CONSTRUCTION ISSUE					

The Studio Children Street Wakefield WF1 5EX
01924 272054 info@nanusoda.co.uk





1 PLAN 1
NO. 1 101 PR B PLAN

● 2kg CO₂
— fire exit

Basement Scope of Works

The scope of work to be done in the basement is detailed in the following list. The information below is based on a site visit to the basement and ground floor of the proposed building. The scope of work is based on the architectural drawings and is subject to change. Each item is a separate work item and has been discussed with the Planning Office although preliminary drawings will be for the Authority's use only.

BASEMENT: INTERNAL WORKS

--- Existing walls
--- Area of proposed works

- F 01 Plant, currently no works are planned in this area
- F 02 Plant, currently no works are planned in this area
- F 03 Lift Plant, currently no works are planned in this area
- F 04 Store, currently no works are planned in this area
- F 05 Store, currently no works are planned in this area

F 06 Store, further expansion 100%
 Sitework: Current area 100% proposed work. 100% work with work area 750mm thick base concrete with associated waterproofing. To be completed. 100%
 Internal: 100%
 Floor: To ensure working floor is consistent with 100% works and make good a 100mm thick concrete floor with 100mm concrete screed and 100mm concrete floor. 100%
 Walling: To ensure working floor is consistent with 100% works and make good a 100mm thick concrete floor with 100mm concrete screed and 100mm concrete floor. 100%
 Drain: 100%
 Windows: 100%
 Fittings: Existing fittings to be replaced with new fittings to be installed in accordance with the plan.

- F 06 Plant, currently no works are planned in this area
- F 07 Plant, currently no works are planned in this area
- F 08 Store, currently no works are planned in this area
- F 09 Store, currently no works are planned in this area
- F 10 Store, currently no works are planned in this area
- F 11 Store, currently no works are planned in this area
- F 12 Store, currently no works are planned in this area
- F 13 Store, currently no works are planned in this area
- F 14 Store, currently no works are planned in this area
- F 15 Store, currently no works are planned in this area

Legend

- 100% work to be done in the basement
- 100% work to be done in the ground floor
- 100% work to be done in the roof
- 100% work to be done in the external works
- 100% work to be done in the landscaping
- 100% work to be done in the site works
- 100% work to be done in the infrastructure
- 100% work to be done in the services
- 100% work to be done in the structure
- 100% work to be done in the finishes
- 100% work to be done in the furniture
- 100% work to be done in the equipment
- 100% work to be done in the fixtures
- 100% work to be done in the fittings
- 100% work to be done in the fixtures and fittings
- 100% work to be done in the fixtures and fittings and furniture
- 100% work to be done in the fixtures and fittings and furniture and equipment
- 100% work to be done in the fixtures and fittings and furniture and equipment and fixtures
- 100% work to be done in the fixtures and fittings and furniture and equipment and fixtures and fittings

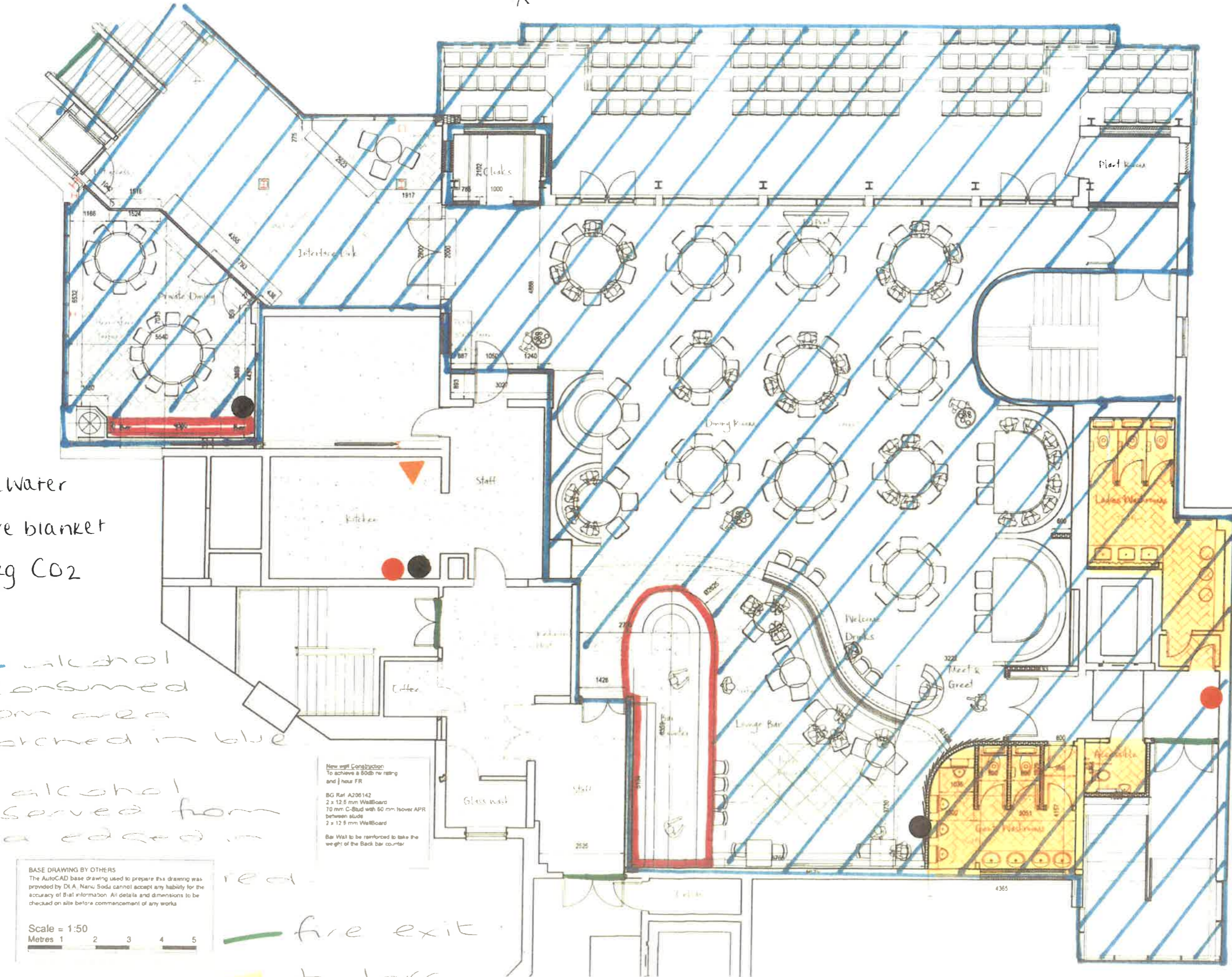


Location Plan
coddick construction

FOR CONSTRUCTION
ARCHITECTURE

100% work to be done in the basement
 100% work to be done in the ground floor
 100% work to be done in the roof
 100% work to be done in the external works
 100% work to be done in the landscaping
 100% work to be done in the site works
 100% work to be done in the infrastructure
 100% work to be done in the services
 100% work to be done in the structure
 100% work to be done in the finishes
 100% work to be done in the furniture
 100% work to be done in the equipment
 100% work to be done in the fixtures
 100% work to be done in the fittings
 100% work to be done in the fixtures and fittings
 100% work to be done in the fixtures and fittings and furniture
 100% work to be done in the fixtures and fittings and furniture and equipment
 100% work to be done in the fixtures and fittings and furniture and equipment and fixtures
 100% work to be done in the fixtures and fittings and furniture and equipment and fixtures and fittings
 100% work to be done in the fixtures and fittings and furniture and equipment and fixtures and fittings and furniture

* Directors Suite



Page 78

- 6L Water
- ▼ Fire blanket
- 2kg CO₂

— alcohol consumed from area hatched in blue

— alcohol served from area edged in red

— fire exit
 — toilets

BASE DRAWING BY OTHERS
 The AutoCAD base drawing used to prepare this drawing was provided by D.L.A. Nunu Soda cannot accept any liability for the accuracy of this information. All details and dimensions to be checked on site before commencement of any works

Scale = 1:50
 Metres 1 2 3 4 5

New wall Construction
 To achieve a 60db rw rating and 1 hour FR
 BG Ref A200142
 2 x 12.5 mm WallBoard
 10 mm C-Stud with 50 mm Isover APR between studs
 2 x 12.5 mm WallBoard
 Bar Wall to be reinforced to take the weight of the Back bar counter

Copyright:
 This drawing and design and all the information contained herein is the sole copyright of Nunu Soda Ltd. and reproduction in any form is forbidden unless permission is obtained in writing.
 No dimensions to be scaled from this drawing. All Construction must visit site and be responsible for taking and checking all dimensions relative to this work. The Designer must be advised of any discrepancies in writing.

Revision:
 REV 1: BOM double doors reinstated due to Building Control comments. Flooring amended in the BK, 26.7.18 ELP
 REV 2: Doors to BOM from double, Barfront bar repositioned. Most glass redlined. Also shown in BOM areas. Disabled door redlined 4.10.18 ELP
 REV 3: Private Dining Room Layout revised due to tables and chair sizes. Bar Wall moved back and door and shelf put back in. Furniture Layout revised in all areas 28.10.18 ELP
 REV 4: POP furniture revised and first flooring revised. 31.10.18 ELP
 REV 5: Bar flooring revised and ceiling recess to match. Dimes added and wall construction notes. 5.11.18 ELP
 REV 6: Bar Back head revised. 28.11.18 ELP

Scale	1:50 @ A1
Date	Feb 18
Drawn by	ELP
CONSTRUCTION ISSUE	
Job title	The Premier Suite Headingley Pavilion Leeds
Drawing title	Proposed General Arrangement
Drawing Number	588-02M

The Studio Clerk: Ewel Hestonfield WF1 8EX
 01924 372514 info@nanusoda.co.uk



Nelson, Matthew

From: Patterson, Bob [REDACTED]
Sent: 21 March 2019 15:25
To: Heather Firth
Cc: Nelson, Matthew; [REDACTED]
Subject: RE: Headingley North-South Stand Limited - PREM01872 - The Pavilion [NOT PROTECTIVELY MARKED]

Classification: NOT PROTECTIVELY MARKED

Howard,
Thanks for your reply below, all fine with me.

Regards 3, apologies I haven't seen the completed assessment only reference to the codes on the application form.

Thanks again.

Matthew,
I assume you will be OK to amend as agreed below without us putting in a formal rep?
Please reply and confirm - thanks.

Best regards.

Mr Bob Patterson
Leeds District Licensing Officer
Leeds District Licensing Department
Enterprise House
St. Paul's Street
Leeds LS1 2LE
Internal: 50214/5
External: 0113 3859414/5
To report a crime, please ring 101. Always dial 999 in an emergency.

For the latest news and updates:

Visit our website - www.westyorkshire.police.uk

'Like' us on Facebook - [westyorkshirepolice](https://www.facebook.com/westyorkshirepolice) | 'Follow' us on Twitter - [@WestYorksPolice](https://twitter.com/WestYorksPolice) | 'Watch' us on YouTube www.youtube.com/999tv



From: Heather Firth [REDACTED]
Sent: 21 March 2019 15:13
To: Patterson, Bob [REDACTED]
Subject: Headingley North-South Stand Limited - PREM01872 - The Pavilion

Bob,

Thanks for your e-mail.

Using your numbered paragraphs I would reply as follows:-

1. Agreed
2. I agree we should retain 9b only
3. With regard to 7PF-18 the proforma risk assessment completed and submitted to the Council specifies the minimum number of door supervisors for the premises is 20. I anticipate these will be employed on match days and for some private functions. Do you want anymore specific detail from my client?
4. I would suggest that condition 112 be amended to refer to all floors of the Pavilion.

Let me have your further thoughts as soon as possible.

Regards

EMAIL DISCLAIMER: Yorkshire's Injury Lawyers Limited is a Private Limited Company registered in England and Wales (registered number 07240298) which is Regulated by the Solicitors Regulation Authority. A list of names and professional qualifications of Directors is available for inspection at the registered office which is 13 Railway Street, Huddersfield, HD1 1JS

Visit our website at <http://www.yorkshiresinjurylawyers.co.uk>

This electronic transmission is strictly confidential and intended solely for the addressee. If you are not the named addressee you must not use, disclose, distribute, copy, print or rely on the contents of this transmission and should destroy it immediately. If you have received this transmission in error it would be helpful if you could notify us as soon as possible. Please note that neither Yorkshire's Injury Lawyers Limited nor the sender accepts any responsibility for viruses and it is your responsibility to protect your computer systems against any possible viruses contained in this transmission and/or attachments.

Your email address may have been retained on the sender of this email's device for future use and reference. This is retained by this firm on the lawful basis of the legitimate interests of the firm. If you object to the retention of your email address please inform the sender and your email address will be deleted from the sender's device.

CYBERCRIME ALERT: Bank Details

Cyber crime is on the increase. Our bank account details will not change during the course of a transaction. If you receive any notification of a change of bank account details purporting to come from us, please phone your legal adviser and send us a copy of the communication. Chadwick Lawrence LLP will not be liable if you transfer money meant for us to an incorrect account.

CYBERCRIME ALERT – We will not change our bank details whilst dealing with this matter unless we notify you in writing that we are to do so which, if so, will be under separate cover. We would never notify any change by email or provide our bank details by email. If you are otherwise notified that we are changing bank details please telephone the individual dealing with this matter immediately. We will not be liable if you transfer money meant for us to an incorrect account.

EMAIL DISCLAIMER: Chadwick Lawrence LLP is a Limited Liability Partnership registered in England and Wales (registered number OC314811) which is Authorised and Regulated by the Solicitors Regulation Authority, registration numbers, Halifax 424889, Huddersfield 424887, Leeds 568109, Wakefield 486607, Morley 424890, Pudsey 487768, Horbury 628115. Information on the regulations of the Solicitors Regulation Authority of England and Wales can be found in the SRA Handbook 2011 on the SRA website at www.sra.org.uk/solicitors/handbook/welcome.page. We use the word 'Partner' to refer to Members of the LLP or an employee or consultant who is a lawyer with equivalent standing and qualifications. A list of Members may be inspected at our Registered Office which is 8-16 Dock Street, Leeds, LS10 1LX.

Chadwick Lawrence LLP is a Lexcel accredited company having been independently assessed on behalf of the Law Society and has met the core requirements of the Law Society's Practice Management Standards. Visit our website at <http://www.chadwicklawrence.co.uk>

This electronic transmission is strictly confidential and intended solely for the addressee. If you are not the named addressee you must not use, disclose, distribute, copy, print or rely on the contents of this transmission and should destroy it immediately. If you have received this transmission in error it would be helpful if you could notify us as soon as possible. Please note that neither Chadwick Lawrence LLP nor the sender accepts any responsibility for viruses and it is your responsibility to protect your computer systems against any possible viruses contained in this transmission and/or attachments.

Your email address may have been retained on the sender of this email's device for future use and reference. This is retained by this firm on the lawful basis of the legitimate interests of the firm. If you object to the retention of your email address please inform the sender and your email address will be deleted from the sender's device.

This email has been scanned for viruses and malware, and may have been automatically archived by **Mimecast Ltd**, an innovator in Software as a Service (SaaS) for business. Providing a **safer** and **more useful** place for your human generated data. Specializing in; Security, archiving and compliance. To find out more [Click Here](#).

This email has been scanned by the Symantec Email Security.cloud service.
For more information please visit <http://www.symanteccloud.com>

Are You Interested In Being A Special Constable - Click To Find Out More
<http://www.westyorkshire.police.uk/bespecial>

This email transmission may contain confidential or legally privileged information and is intended for the addressee(s) only. If you are not the intended recipient, any disclosure, copying, distribution, retention or reliance upon the contents of this e-mail and any attachment(s) is strictly prohibited and may be unlawful.

If you have received this in error, please use the reply function to notify us immediately and permanently delete the email and any attachment(s) from your computer or electronic device.

West Yorkshire Police reserves the rights to routinely monitor incoming and outgoing e-mail messages and cannot accept liability or responsibility for any errors or omissions in the content and, as internet communications should not be considered as secure, for changes made to this message after it was sent.

Any views or opinions expressed in this message may not be those of the West Yorkshire Police.

This email was scanned for viruses by the West Yorkshire Polices' anti-virus services and on leaving the Force was found to be virus and malware free. You must take full responsibility for any subsequent virus or malware checking.

Nelson, Matthew

From: Patterson, Bob [REDACTED]
Sent: 21 March 2019 12:37
To: howardwillis@yorkslaw.co.uk; Nelson, Matthew
Cc: [REDACTED]
Subject: HEADINGLEY PAVILION - VARIATION PL - PREM/01872 [NOT PROTECTIVELY MARKED]
Attachments: AMENDED PAGE 10 PREM 7.pdf

Classification: NOT PROTECTIVELY MARKED

Hello Howard,

With regards to the subject premises / application, and continuing on from our previous email correspondence.

You submitted an amended page 10 for this variation application on 8th March, which I attach here again.

With respect, one or two things which still need looking at from my angle, so in order of your amendment and the conditions of the licence -

1. Mandatory Conditions 1-8 to remain – agreed,
2. Conditions 9-12 (not mentioned by you) – with the exception of 9b (a blanket extension for NYE), all these conditions are from the old justices licence which no longer apply anymore.
9a is from the old 'permitted hours' which would only apply now, if the premises ever intend to open Xmas day when they would still have to break in the afternoon if 9a is retained? – I therefore recommend delete 9a(?), 10, all 11, and 12 and retain 9b,
3. Conditions 13-103 to be removed and replaced with the conditions offered on page 11 & 12 – Old PEL conditions agree to delete them all.
Just one point about those offered on page 11 – 7PF0-18, nothing specific has been offered,
4. Finally conditions 104-113 can remain – agreed.
However in relation to 112 & 113 ('converted' from the old justices licence) just a couple of points – 1) there will still be reference to the floors prior to this variation (e.g. the ground floor which I believe will have no bars after this variation), and 2) the very last sentence of 113 – 'occasional licences' no longer apply since 2005 – therefore this can be deleted.

I look forward to your reply in due course.

Best regards.

Mr Bob Patterson
Leeds District Licensing Officer
Leeds District Licensing Department
Enterprise House
St. Paul's Street
Leeds LS1 2LE
Internal: 50214/5
External: 0113 3859414/5
To report a crime, please ring 101. Always dial 999 in an emergency.

For the latest news and updates:

Visit our website - www.westyorkshire.police.uk

'Like' us on Facebook - [westyorkshirepolice](https://www.facebook.com/westyorkshirepolice) | 'Follow' us on Twitter - [@WestYorksPolice](https://twitter.com/WestYorksPolice) | 'Watch' us on YouTube www.youtube.com/999tv



Are You Interested In Being A Special Constable - Click To Find Out More
<http://www.westyorkshire.police.uk/bespecial>

This email transmission may contain confidential or legally privileged information and is intended for the addressee(s) only. If you are not the intended recipient, any disclosure, copying, distribution, retention or reliance upon the contents of this e-mail and any attachment(s) is strictly prohibited and may be unlawful.

If you have received this in error, please use the reply function to notify us immediately and permanently delete the email and any attachment(s) from your computer or electronic device.

West Yorkshire Police reserves the rights to routinely monitor incoming and outgoing e-mail messages and cannot accept liability or responsibility for any errors or omissions in the content and, as internet communications should not be considered as secure, for changes made to this message after it was sent.

Any views or opinions expressed in this message may not be those of the West Yorkshire Police.

This email was scanned for viruses by the West Yorkshire Polices' anti-virus services and on leaving the Force was found to be virus and malware free. You must take full responsibility for any subsequent virus or malware checking.

This page is intentionally left blank

Licensing Act 2003



Proforma Risk Assessment V7

Please complete the details below:

Applicant name:
Business name:
Business address:
Postcode:

Guidance about this document

1. The Licensing Authority recommends that you complete this specially designed pro forma risk assessment to help you decide what should be entered in your operating schedule to show how you will promote the four licensing objectives.
2. Whilst the Licensing Authority cannot insist that you use this document it takes the view that it assists responsible authorities in assessing the operating schedule, promotes discussions and partnership working and will reduce the number of representations and hearings.
3. If you do not use this risk assessment pro forma then you will need to demonstrate how you will meet the licensing objectives by providing other supporting evidence via your operating schedule.
4. The Licensing Authority strongly recommends that you consult with the responsible authorities early in the application process to ensure that the measures you are suggesting are appropriate and sufficient for your application. Contact details for the responsible authorities are in the guidance note in the application pack. Please contact Entertainment Licensing if you cannot find this information.

How to use this document

1. This document has four sections which correspond with the four licensing objectives. In each section you will find information on potential control measures (each with an individual code) which we suggest may help you meet the four licensing objectives.
2. Run through the questions at the beginning of each section and consider the potential control measures listed in the columns beneath.
3. If you are happy to volunteer the control measures as part of your application place a tick in the relevant box in the right hand column. You can then enter the corresponding codes in page 14 of your application form in the boxes which match up with the licensing objectives or simply write "see pro forma risk assessment". These measures will then appear on your licence.

Crime and Disorder

CCTV

Does the premises have CCTV?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
If YES:	
Was the siting and standard agreed with West Yorkshire Police (WYP)?	YES <input type="checkbox"/> NO <input type="checkbox"/>
Have you agreed a policy on the retention and security of the footage with WYP?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
The premises have a duly licensed Data Controller under the Data Protection Act 1998	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
If NO:	
Have you consulted WYP about whether CCTV should be installed?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
(NB unless WYP have agreed CCTV is not required, a representation is likely)	

Suggested measures	Code	✓
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 .	7PF001	
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).	7PF002	
The CCTV system will cover the main entrance/s and exit/s and designated emergency egress routes from the premises.	7PF003	
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.	7PF004	
The location of CCTV cameras are identified on the site plan of the premises. No amendments to the locations of the cameras will be made without prior consultation with West Yorkshire Police/British Transport Police and the Licensing Authority	7PF005	
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.	7PF006	
The CCTV system will contain the correct time and date stamp information.	7PF007	
The CCTV system will have sufficient storage retention capacity for a minimum of 31 days' continuous footage which will be of good quality.	7PF008	
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.	7PF009	

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.	7PF010	
The data controller, under the Data Protection Act 1998, who is responsible for any CCTV images caught on cameras on the premises will, on the lawful request of an authorised officer of a Responsible Authority (under the Licensing Act 2003), be downloaded immediately, or where this is not possible, as soon as reasonably practicable, and supplied to the requesting officer. Where the CCTV images are not supplied at the time of the request being made the data controller will ensure that it is secured to prevent any overwriting.	7PF011	
The CCTV system will be capable of securing relevant pictures for review or export at a later date.	7PF012	
The CCTV system will be adequately maintained and be capable of transporting recorded material onto a removable media.	7PF013	
The CCTV system replay software must allow an authorised officer of the Licensing Authority or Responsible Authority to search the picture footage effectively and see all the information contained in the picture footage.	7PF014	
It must be possible to replay exported files immediately e.g. no re-indexing of files or verification checks.	7PF015	

Designated Premises Supervisor (DPS)

Will the DPS generally be on site?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Is the DPS contactable in emergency?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
If the DPS is not to be generally on site, have you made arrangements to nominate the supervisor in his/her absence?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Is the Supervisor's Register bound with consecutively numbered pages?	YES <input type="checkbox"/> NO <input type="checkbox"/>

Suggested measures	Code	✓
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.	7PF016	
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.	7PF017	

Door Supervisors and Other Security Staff

Do you use registered door supervisors or security staff?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Are they Security Industry Authority (SIA) registered?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Do you specify a minimum number of door supervisors?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
If YES, state the number of staff _____	
Days (and times) employed _____	
Has this been agreed with WYP?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Do you have a policy with the door supervisor or security company which covers:	
<ul style="list-style-type: none"> • Vetting customers entering the premises? • Is there a prominently displayed written search policy on the premises? • Controlling customers entering, within or leaving the premises? • Safeguarding the public within and immediately outside the premises? • Notifying WYP at the earliest opportunity of any problems or incidents? • Exclusion of persons who have had too much to drink or appear inclined to disorder? 	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Do you have a Daily Record Register within which door supervisors/security staff sign on and off duty?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Is the Daily Record Register bound with consecutively numbered pages?	YES <input type="checkbox"/> NO <input type="checkbox"/>
Can you identify who was on duty at any particular time?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Do you have an Incident Report Register?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Is the Incident Report Register bound with consecutively numbered pages?	YES <input type="checkbox"/> NO <input type="checkbox"/>

Suggested measures	Code	✓
The minimum number of door supervisors for the premises is _____ Please specify days and hours door supervisors operate on the premises.	7PF018	
The Premises Licence Holder (PLH)/Designated Premises Supervisor (DPS) will ensure that a 'Daily Record Register' is maintained on the premises by the door staff.	7PF019	
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).	7PF020	
The Daily Record Register will be retained on the premises for a period of twelve months from the date of the last entry.	7PF021	
Security staff/designated supervisors will be familiar with the premises policy concerning the admission, exclusion and safeguarding of customers whilst in the premises.	7PF022	
The PLH/DPS will ensure that an Incident Report Register is maintained on the premises to record incidents such as anti social behaviour, admissions refusals and ejections from the premises.	7PF023	

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.	7PF024	
The Incident Report Register will be produced for inspection immediately on the request of an authorised officer.	7PF025	

Drugs and Offensive Weapons

Do you have a policy and procedure to prevent use of illegal drugs or weapons (e.g. a search policy)?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Has this been agreed with WYP?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Does the policy include:	
• recording any search	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
• seizing drugs/weapons found	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
• a purpose made secure receptacle for items seized	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
• informing the police of any search and seizure	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
• prominently display notices to inform customers of the policy	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>

Suggested measures	Code	✓
A policy for searching patrons at the entrance to premises will be adopted and prominently displayed on the premises.	7PF026	
The PLH/DPS will inform West Yorkshire Police as soon as practicably of any search resulting in a seizure of drugs or offensive weapons.	7PF027	
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.	7PF028	
Notices will be prominently displayed at the entrances of the premises which state: <ul style="list-style-type: none"> • a search will be conducted as a condition of entry to premises; • Incidents of crime and disorder will be reported to the police and a full recorded entry will be made in the incident report register. • Entry to the premises will be refused to any person who appears to be drunk, acting in a threatening manner or is violent; or appears to be under the influence of drugs. • entry will be refused to any person who has been convicted of an offence of drunkenness, violent or threatening behaviour or the use or distribution of illegal substances 	7PF029	

Communication

Do you subscribe to a form of communication link (radio/text/pager system). The system shall be recognised by the current Business Crime Reduction Partnership for the city, Leeds City Council and West Yorkshire Police.	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Has this been agreed with WYP?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>

Suggested measures	Code	✓
There will be a communication link via radio to other venues in the city centre. This will be the system recognised by the current Business Crime Reduction Partnership for the city, Leeds City Council and West Yorkshire Police	7PF030	
Such communication link will be kept in working order at all times when licensable activities are taking place	7PF031	
The communication link will be available to the Designated Premises Supervisor or other nominated supervisor and be monitored by that person at all times that licensed activities are being carried out.	7PF032	
Any police instructions or directions given via the link will be complied with whenever given.	7PF033	
All incidents of crime or disorder will be reported via the link to an agreed police contact point.	7PF034	

Responsible Sale of Alcohol

<u>Proof of Age</u>	
Have you adopted a proof of Age Scheme?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Have all staff been instructed of the steps required to prevent under age sales of alcohol?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
<u>Glass and Bottles</u>	
Do you have a policy for the frequent collection of glasses and bottles?	
Do you take steps to prevent glasses/bottles being removed from the premises, e.g. instruction to door/bar staff, display of notices?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Do you use plastic or toughened polycarbonate (or similar) drinking glasses/bottles when necessary?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
<u>Alcohol Designated Public Places Orders</u>	
If your premises are in the area of an Alcohol Designated Public Places Order (DPPO), do you prominently display notices advising customers of the Order and its effects?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>

Suggested measures	Code	✓
The PLH/DPS staff will ask for proof of age from any person appearing to be under the age of 21 who attempts to purchase alcohol at the premises.	7PF035	
or		
The PLH/DPS staff will ask for proof of age from any person appearing to be under the age of 25 who attempts to purchase alcohol at the premises.	7PF036	
The PLH/DPS staff will ask for acceptable evidence (as agreed by WYP / WYTSS) from any person appearing to be under the age of 21 who attempts to purchase alcohol at the premises.	7PF037	
or		
The PLH/DPS staff will ask for acceptable evidence (as agreed by WYP / WYTSS) from any person appearing to be under the age of 25 who attempts to purchase alcohol at the premises.	7PF038	
<u>Glass and Bottles</u> Drinks, open bottles and glasses will not be taken from the premises at any time. Empty bottles and glasses will be collected regularly and promptly. Glass and other sharp objects will be stored and disposed of safely using suitable receptacles. Receptacles will be secured and not accessible to the customers.	7PF039	
The PLH/DPS will prominently display notices which inform customers that open bottles or glasses may not be taken off the premises.	7PF040	
Plastic or toughened polycarbonate (or similar) glasses/bottles will be used in all outdoor areas.	7PF041	
Plastic or toughened polycarbonate (or similar) glasses/bottles will be used when requested by West Yorkshire Police / British Transport Police (e.g. football match days)	7PF042	
<u>Alcohol Designated Public Places Orders</u> Notices indicating the existence and effect of an Alcohol Designated Public Places Order will be prominently displayed at the exits to the premises.	7PF043	

<u>Membership of a Recognised Body</u>	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Do you belong to a Licensees Association/Body	
If YES, please state which body	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
<u>Exclusion from Premises</u>	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Do you operate a system of excluding customers who are known to cause problems?	
If YES:	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
• is this your own system or	
• a system run by a local licensees body	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>

<u>Dispersal Policy</u>	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Do you have a written dispersal policy (e.g. A policy on how you disperse your clientele from your premises to reduce the risk of anti social behaviour)	
If YES:	
• Was this agreed with WYP (and BTP where applicable)?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
• Are all bar and door staff trained on the policy?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>

Suggested measures	Code	✓
The PLH/DPS will belong to a recognised trade body or Pub Watch Scheme where one exists, whose aims include the promotion of the licensing objectives	7PF044	
The PLH/DPS will operate to a written dispersal policy which ensures the safe and gradual dispersal of customers from the premises. The policy will be agreed with WYP. The PLH/DPS will ensure that staff receive training on the policy.	7PF045	

Is your premises predominantly a restaurant?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Prior to the submission of your application it is recommended that you consult with the West Yorkshire Police on your proposals to operate as a restaurant. The discussions should be to agree the number of covers to be set aside and your proposals for service.	

Suggested measures	Code	✓
The premises shall be and remain predominantly food led.	7PF046	
An agreed number of covers will be maintained at all times the premises are operating. The number of covers will be _____	7PF047	
At any time that the premises licence has effect the sale of alcohol for consumption on the premises will be ancillary to the service of table meals	7PF048	
Waiter/waitress service will be in operation throughout the premises in relation to orders for food and/or alcohol	7PF049	
The sale/supply of alcohol shall only be made to accompany the sale of food. This does not preclude the sale/supply of alcohol to a person waiting to be seated in the restaurant or at the conclusion of the meal.	7PF050	

Entertainment of an Adult Nature e.g. Strip Tease Dancing or Nude Dancing

Do you provide any entertainment consisting of striptease or nude dancing including where dancers are wearing 'see through' clothing or the show includes sexual stimulation?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Please note that should you provide relevant entertainment more than 12 occasions per 12 month period or more frequently than monthly you will be required to apply for a Sex Establishment licence.	

Suggested measures	Code	✓
Entertainers will be aged no less than 18 years.	7PF051	
Price lists will be clearly displayed at each table and at each entrance to the premises.	7PF052	
Entertainers will only be present in the licensed area in a state of nudity when they are performing on stage or providing a private dance.	7PF053	
Any person on the premises who can be observed from outside the premises will be properly and decently dressed.	7PF054	
Entertainers will only perform on the stage area, or in areas identified on the plan attached to the licence.	7PF055	
Relevant entertainment will only be performed by the entertainer. There must be no audience participation. There must be no physical contact between entertainers.	7PF056	
Customers will not touch the breasts or genital area of entertainers. Entertainers will not directly or indirectly touch the breasts or genital area of customers.	7PF057	
Any performance will be restricted to dancing and the removal of clothes. There will not be any other form of sexual activity or stimulation which, for the avoidance of doubt, includes kissing.	7PF058	
Sex toys must not be used and penetration of the genital area by any means must not take place.	7PF059	
Customers will not be permitted to throw money at the entertainers.	7PF060	
All areas used for private dances must be visible to supervision and must not have closing doors or curtains that prevent performances from being observed.	7PF061	
All areas used for private dances must be directly supervised by either a SIA registered door supervisor, or a member of staff who has direct contact with SIA registered door supervisors working on the premises at all times the booths/areas are in use. Direct supervision does not include remote supervision by CCTV.	7PF062	

Public Safety

Management Arrangements

Suggested measures	Code	✓
Before opening to the public, checks will be undertaken to ensure all access to the premises are clear for emergency vehicles. Regular checks will be undertaken when the premises is open.	7PF063	
Written records of all accidents and safety incidents involving members of the public will be kept. These will be made available at the request of an authorised officer.	7PF064	
During opening hours the cellar door must be kept locked or adequately supervised to prevent unauthorised access by the public.	7PF065	
A suitably trained and competent person must ensure regular safety checks of the premises including decorative and functional fixtures, floor surfaces and equipment (including electrical appliances) to which the public may come into contact are undertaken. Records of these safety checks must be kept and made available for inspection by an authorised officer.	7PF066	
The Premises Licence holder will not allow the sale or supply of "Legal Highs" on the premises.	7PF067	
Empty bottles and glasses will be collected regularly paying particular attention to balcony areas and raised levels.	7PF068	
Electrical installations will be inspected on a periodic basis (at least every 3 years or at a frequency specified in writing) by a suitably qualified and competent person. Inspection records/certificates will be kept and made available at the request of an authorised officer. If used, any temporary electrical wiring and distributions will also be inspected. Inspection records/certificates will be kept. These will be made available at the request of an authorised officer.	7PF069	
<p>One of the following protective measures shall be used for all socket-outlets which may be used for the connection for lighting, video or sound amplification equipment and display models:</p> <p>a) Each socket-outlet circuit will be protected by a residual current device having a rated residual operating current not exceeding 30mA, or</p> <p>b) Each individual socket-outlet will be protected by an integral residual current device having a rated residual operating current not exceeding 30mA.</p> <p>The current operation of all residual current devices will be checked regularly by pressing the test button. If the device does not switch off the supply, an electrical contractor should be consulted. At the same time action should be taken to prohibit the use of socket outlets associated with a faulty residual current device.</p>	7PF070	

General Housekeeping

Do you have written procedures for the inspection of:

- | | |
|--|---|
| • Furnishings and fabrics | YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/> |
| • Suspended decorations/lights/amplification systems | YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/> |
| • Guarding to stairs/balconies/landings/ramps | YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/> |
| • Condition of floor surfaces | YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/> |
| • Provision of safety glazing | YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/> |

Suggested measures	Code	✓
Regular safety checks of guarding to stairs, balconies, landings and ramps will be undertaken, and a supervision policy will be maintained to prevent people from inappropriate behaviour, including climbing which may lead to a fall from height.	7PF071	
Safety glass that is impact resistant or shielded to protect it from impact will be used in all areas where the public may come into contact with it.	7PF072	
A written spillage policy will be kept to ensure spillages are dealt with in a timely and safe manner.	7PF073	

Fire Safety

The Regulatory Reform (Fire Safety) Order 2005 requires employers and other responsible persons to make a 'suitable and sufficient' assessment of the risks from fire in licensed premises and how they affect the safety of their employees and other persons who may be on or in the vicinity of the premises. Where a licence is in force the responsible person must record the significant findings of the risk assessment.

In compiling a fire risk assessment you must consider the following:

- The number of persons using the premises
- Means of escape
- Fire alarms
- Emergency Lighting
- Fire Fighting Equipment
- Fire Exit Notices
- Safety Precautions

For further advice regarding fire precautions and how to comply with your legal duties under The Regulatory Reform (Fire Safety) Order 2005, please refer to the guides listed below which are available to download, free of charge, from:

<https://www.gov.uk/workplace-fire-safety-your-responsibilities/fire-safety-advice-documents>

Suggested Measures	Code	✓
The premises have a current Fire Risk Assessment	7PF074	

Refreshments

Do you prepare hot food / drinks in proximity to the public?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
If YES:	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Has the risk of scalding or burns been assessed?	

Suggested measures	Code	✓
Members of the public will be prevented from accessing hot food and drink preparation areas to prevent risk of scald or burns.	7PF075	

First Aid

Do you have staff trained in First Aid?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
If YES, please state numbers _____	
Do you provide facilities for treatment of minor injuries (e.g. First Aid box)?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Do you have procedures for dealing with customers who are unwell including those who appear to be affected by drugs / alcohol)?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>

Suggested measures	Code	✓
A suitably trained First Aider or appointed person will be provided at all times when the premises are open.	7PF076	
An appropriately qualified medical practitioner will be present throughout any sporting entertainment.	7PF077	
Staff holding a current qualification issued by a recognised national body in rescue and life safety procedures will be stationed and remain in the vicinity of the water at all material times.	7PF078	
Adequate and appropriate First Aid equipment and materials will be available on the premises at all times.	7PF079	
A procedure for dealing with unwell members of the public will be in place including those who appear to be affected by alcohol or drugs. Staff will be appropriately trained in such procedures.	7PF080	

Special Effects

Do you use special effects on the premises, e.g. strobes, lasers, smoke machines or fireworks? YES NO N/A

If yes, please give details :

Suggested measures	Code	✓
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.	7PF081	
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.	7PF082	

Public Nuisance

Noise and Vibration

Noise and vibration

Identify the potential sources of noise and vibration which apply to your premises:

- Amplified music
- Unamplified music
- Singing and speech
- Waste disposal, including bottle bins
- Plant and machinery, including extraction systems
- Food preparation
- Cleaning

Identify where sources of noise may occur outside your premises:

- Beer garden
- Play area
- Car park
- Temporary structure
- Plant and equipment

Identify which measures are in place/proposed:

- Soundproofing
- Air conditioning to allow windows to be kept closed
- Sound limiters
- Use of lobby doors
- Cooling down period with reduced music volume
- Fixed and appropriate times for collection of waste
- Restricted use of outdoor areas
- No external loud speakers

Are the premises located near noise sensitive properties, e.g. residential areas, residential homes, hospitals? YES NO N/A

Applicants should refer to the Clean Neighbourhoods and Environment Act 2005 which has amended the Noise Act 1996 to introduce "night noise offences" for licensed premises in completing this section.

Suggested measures	Code	✓
Licensable activities will be conducted and the facilities for licensed activities will 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	7PF083	
Noise from a licensable activity at the premises will be inaudible at the nearest noise sensitive premises.	7PF084	
There will be no external loudspeakers	7PF085	
Bottles will not be placed in any external receptacle after 23.00 hours and 07.00 hours to minimise noise disturbance to neighbouring properties	7PF086	
Noise from plant or machinery will be inaudible at the nearest noise sensitive premises during the operation of the plant or machinery. Plant and machinery will be regularly serviced and maintained to meet this level.	7PF087	

The PLH/DPS will ensure patrons use beer gardens, external areas and play areas in a manner which does not cause disturbance to nearby residents and business in the vicinity. Patrons will not use such areas after 21:00.	7PF088	
The PLH/DPS will ensure patrons use beer gardens, external areas and play areas in a manner which does not cause disturbance to nearby residents and business in the vicinity. Patrons will not use such areas after 22:00	7PF089	
The PLH/DPS will ensure patrons use beer gardens, external areas and play areas in a manner which does not cause disturbance to nearby residents and business in the vicinity. Patrons will not use such areas after 23:00	7PF090	
The activities of persons using the external areas will be monitored after 23:00hrs and they will be reminded to have regard to the needs of local residents and to refrain from shouting and anti social behaviour etc when necessary,	7PF091	
The PLH/DPS will adopt a "cooling down" period where music volume is reduced towards the closing time of the premises.	7PF092	

Litter

Does the premises sell takeaway food, drinks or other produce/packaging which may generate litter/waste?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
If YES, please identify the steps taken to prevent nuisance caused by litter:	
.....	
.....	
<ul style="list-style-type: none"> • Provision of litter bins <input type="checkbox"/> • Display of notices to customers <input type="checkbox"/> • Warnings/advice on packaging <input type="checkbox"/> • Instructions to staff to periodically clear litter from the street around the premises <input type="checkbox"/> • Other (please specify) <input type="checkbox"/> 	

Suggested measures	Code	✓
The PLH/DPS 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	7PF093	

Transport/Pedestrian Movement

Do you have a procedure to ensure that local residents and businesses are not disturbed by customers entering and or leaving your premises:	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
If YES what steps do you take to ensure that the procedure(s) works?	
.....	

Suggested measures	Code	✓
Clear and legible notices will be displayed at exits, car parks and other circulatory areas requesting patrons to leave the premises quietly having regard to the needs of local residents, in particular emphasising the need to refrain from shouting, slamming car doors, sounding horns and loud use of vehicle stereos and anti-social behaviour.	7PF094	
SIA Registered door staff will be employed and used where queues are likely to form to manage the queues and ensure: Queues are restricted to cordoned areas to prevent them obstructing footpaths and spilling out onto roads, and to keep noise and obstructions away from residential property.	7PF095	
The premises supervisor and any door supervisors will monitor the activity of persons leaving the premises and remind them of their public responsibilities where necessary.	7PF096	
A facility will be provided for customers to order Hackney taxis/private hire vehicles. Telephone numbers for taxi firms/private hire companies will be displayed in a prominent position on the premises.	7PF097	

Protection of Children from Harm

Entertainment of an Adult Nature

Do you provide entertainment of a sexual or adult nature (including strong or offensive language)?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
If so, do you only provide the adult entertainment at certain times/days of the week?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Is your premises located near to premises which are children orientated?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>

Suggested measures	Code	✓
People under 18 (including staff) will not be admitted to the premises at any time when entertainment of a sexual or adult nature is being provided.	7PF098	
The PLH/DPS will provide clear signage that entertainment of an adult nature is occurring which is not suitable for under 18s.	7PF099	
Measures will be put in place for ensuring non-admission to persons under 18 years of age when entertainment of an adult nature is taking place, such as door supervision and age checks (including staff)	7PF100	
The PLH/DPS will not display outside the premises photographs or other images which indicate and suggest that striptease or similar entertainment takes place on the premises.	7PF101	
Any person on the premises who can be observed from outside the premises will be properly and decently dressed.	7PF102	
Any written, visual or auditory advertisement material, posters, signage or window display must not be of a sexually explicit or suggestive nature, will not contain images or text of a sexually explicit, obscene or offensive nature and must be approved by the council in writing.	7PF103	

Under Age Sales of Alcohol

Do the premises sell or supply alcohol?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
---	---

Suggested measures	Code	✓
People under 18 years of age will not be admitted.	7PF104	

Gambling

Is there a strong element of gambling on the premises?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
--	---

Suggested measures	Code	✓
People under 18 (including staff) will not be admitted to the premises at any time when gambling is taking place.	7PF105	

or		
There will be sufficient physical screening of the relevant entertainment from view of those under 18 years.	7PF106	

Performers Under 18

Do entertainment performances include performances by children and young persons under 18 years of age?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
NOTE The Children (Performance) Regulations 1968 as amended – continue to apply but are not conditions on the licence as that would be duplication	

Suggested measures	Code	✓
The PLH/DPS will provide an adequate number of suitable adult supervisors who can provide care for the children as they move from stage to dressing room etc, and to ensure that all children can be accounted for in case of an evacuation or an emergency.	7PF107	
The venue will be suitable to accommodate safely the numbers of children intended.	7PF108	
All supervisors and crew will receive instruction on the fire procedures applicable to the venue prior to the arrival of the children	7PF109	
The PLH/DPS will ensure that all special effects e.g. flashing lights, dry ice, smoke etc are suitable for the children involved in the performance.	7PF110	

Entertainment and/or Facilities Specifically Provided for Children

Is any entertainment/facilities specifically provided for children?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
If yes are the children unaccompanied or supervised by staff without parental presence (including where parents are elsewhere in the licensed premises).	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>
Do you provide young persons discos or similar entertainment?	YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/>

Suggested measures	Code	✓
The PLH/DPS will ensure that an adult supervisor is stationed in the area(s) or levels which are occupied by children. The supervisors will be placed in the vicinity to exits to the premises. There will be one supervisor per 50 children at all times.	7PF111	
For closely seated audiences, i.e. theatres and cinemas, the ratio of supervisors will be 1 per 25 children, provided that where the children are in the charge of an adult organiser such organisers will be regarded as attendants to an extent not exceeding half of the number of attendants required by the above condition 4PF088.	7PF112	
No child will be permitted to occupy the front row of any balcony gallery or tier, unless accompanied by and in the charge of a person who appears to have attained the age of 16 years.	7PF113	
Close supervision will be held when children use balconies and other raised areas.	7PF114	

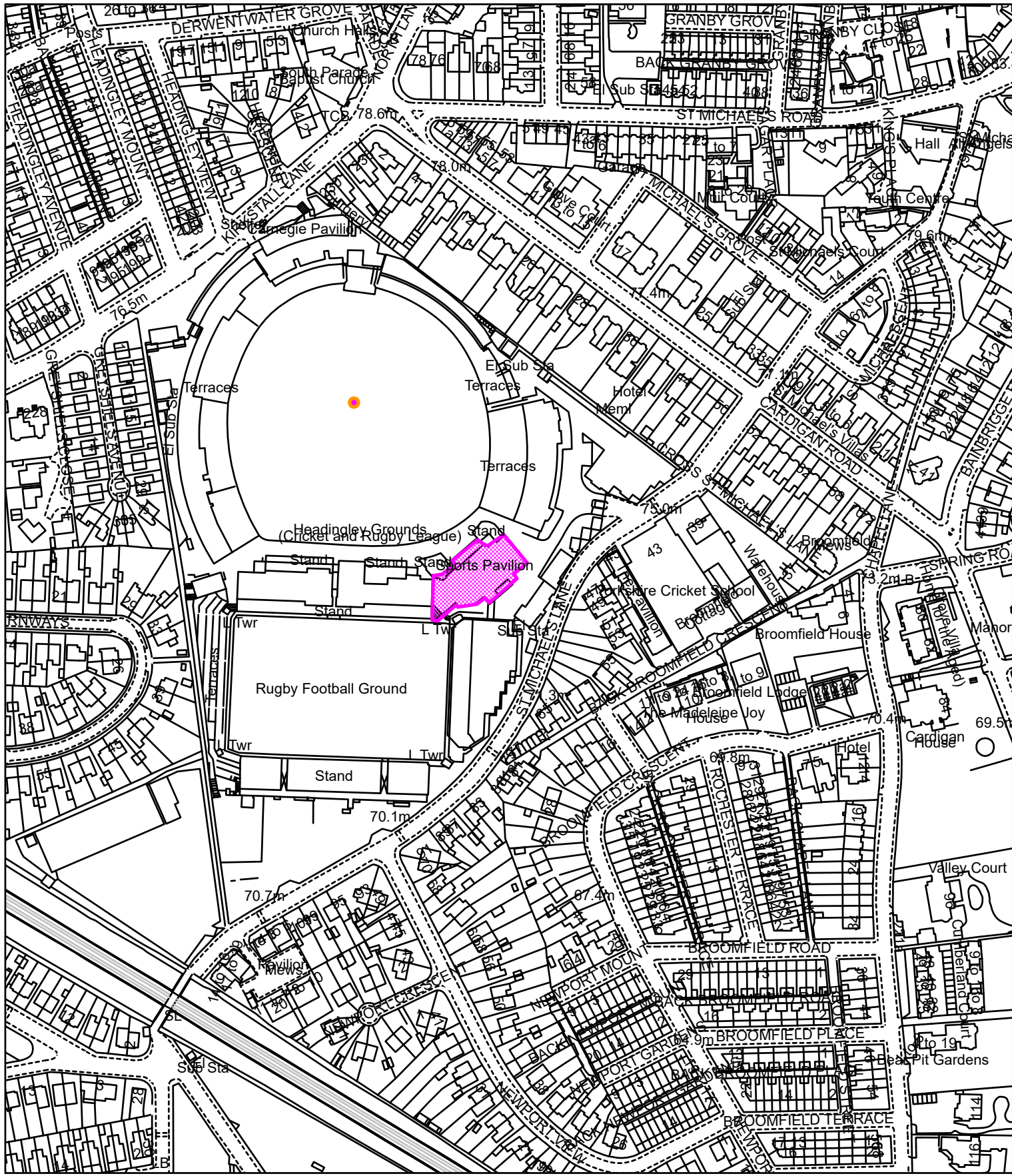
Upon egress from the premises the Licensee will deploy staff on exit doors and within the vicinity of the premises to ensure the safe dispersal of children and the premises will not close until all children have left the area.	7PF115	
--	--------	--

Child Protection Measures

<p>Do you have a system for ensuring the suitability of staff who work closely with children? YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/></p> <p>If YES state measures used:</p> <p>Are your premises located near any adult orientated premises e.g. an adult retail sex shop or amusement arcade? YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/></p>

Suggested measures	Code	✓
The PLH/DPS will perform the necessary background checks including relevant police checks on all potential staff before offering them employment. The Licensee will report any child related concerns to the police he/she has about potential staff, existing staff and customers.	7PF116	
The PLH/DPS will ensure staff receive training to deal with unaccompanied children on the premises and prevent them from harm.	7PF117	
The PLH/DPS will comply with the written guidance for protecting children from harm issued by Leeds City Council, Department of Social Services.	7PF118	
The PLH/DPS will liaise with any adult orientated premises close to his/her premises which the Licensee suspects are at risk of admitting underage children from his/her own premises.	7PF119	

This page is intentionally left blank



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

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

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



This page is intentionally left blank



This page is intentionally left blank

Nelson, Matthew

From: [REDACTED]
Sent: 24 March 2019 23:25
To: Nelson, Matthew
Subject: FW: Music license till 02.00 am

Hi Matthew,
I would like to object to this application

I would like to register an objection to the Stadium's request to add music to their licence.

The stadium is in Headingley, which is a residential area and is therefore not suited to being used essentially as a nightclub. This area already has a history of problems relating to noise, alcohol related disorder and other public nuisance. The fact that this is an issue in this area can be existing strictures by the police against either the granting of new or the extension of existing licences for sale of alcohol.

There is a recent history of noise nuisance from the stadium when they have operated temporary extensions. This has negatively affected this community and demonstrates clearly that this organisation cannot be trusted to behave in a responsible manner when tasked with holding a late licence. The stadium company in my experience behaves as a bad neighbour, consistently ignoring the community in which it is based or any concerns that we have as regards their impact upon us in terms of noise nuisance. They clearly cannot be trusted to behave in a responsible fashion within the terms of the licence.

This area is a residential one containing predominantly families with young children. It is not one which is suitable for the establishment of late night entertainment and no such licence should be granted.

[REDACTED]

Nelson, Matthew

From: [REDACTED]
Sent: 24 March 2019 23:22
To: Nelson, Matthew
Subject: Objection to Headingley Stadium proposed variations to Headingley Stadium and South Stand licences

Dear Matthew

I am emailing regarding the licensing applications below because I am unable to find the form on-line. I understand the guidance says this is acceptable form of objection.

I object to the following applications:

- 1) Heading Pavilion – Variation – Last date for Representations 25th March 2019
- 2) South Stand – Variation - Last date for Representations 12th April 2019
- 3) South Stand – Variation - Last date for Representations 12th April 2019

I objection to the Stadium's request to add music to their licence and for any extension to alcohol sale times. Please register my objection against the above applications.

The Stadium was designed for sports events. This is its core business. The Stadium carries on it's core business in a residential area. If it wants to extend its core business in to licensed music venues, then it should instead relocate - as other stadiums in the country have done. Alternatively, it could develop other business activities to its core business - such as those proposed - in an area more suited to those activities. I suggest the central business district where there is an established night life.

The stadium is in Headingley which has a history of problems relating to public nuisance. Headingley is an area with strict alcohol controls on licensed establishments because of these problems. For this reason alone, the risk to the community of a large scale corporate drinking and music venue running late night events is already established. It has created problems in the past and there is no reason why it would not create problems of public disorder and public nuisance in the future. Past experience has shown that such a venture would draw people away from the city centre. It would reintroduce the concept of Headingley as a 'party area' where people can play music and drink until the early hours. This has been a big problem within the past few years. It has taken time to bring the problem. Now Headingley is a popular area with students who want to live amongst families and enjoy somewhere quieter to study.

The stadium has recently caused a noise nuisance when it operated a temporary extension to its licence (for an example see below) and the community has been negatively affected. The stadium have shown no interest in this problem, which has occurred repeatedly over a number of years, and has made no attempt to address it.

The new South stand music systems have already caused significant upset to others and me as the noise appears to have a different, more intrusive, quality which has sometimes been overwhelming and cannot be ignored. When complained to directly, it is my experience that the Rugby Stadium refer to their entitlement under law rather than show an interest in addressing the problem directly. So, it's important they are not given an additional 'license'.

In addition to the above, in the recent past the Cricket school has rented out their facilities to private contractors for weekends in December. Despite repeated complaints to the noise nuisance service from local residents about music leaking from the building until 1AM it was never stopped. At the moment we cannot trust the stadium to take responsibility for ensuring that conditions are adhered to, until match day events

create no noise nuisance any extension is not acceptable.

Yours sincerely,

[Redacted signature]

--

[Redacted signature]

[Redacted signature]

Nelson, Matthew

From: [REDACTED]
Sent: 24 March 2019 12:10
To: Nelson, Matthew; Entertainment Licensing
Cc: [REDACTED]
Subject: Music license objection before tonight's deadline

Dear Matthew

This is the objection that I want to place today.

I am emailing licensing because I cannot find the form online. The guidance says this is acceptable.

I would like this objection to be placed against these three applications

Heading Pavilion – Variation – Last date for Representations 25th March 2019

South Stand – Variation - Last date for Representations [12th April 2019](#)

South Stand – Variation - Last date for Representations 12th April 2019

I would like to register an objection to the Stadium's request to add music to their licence.

The Stadium was designed for sports events. This is its core business. It is in a residential area and if it wants to extend its core business in this way it should instead relocate as other stadiums in the UK have.

The stadium is in Headingley which has a history of problems relating to public nuisance. Headingley is an area with strict alcohol controls on licensed establishments because of these problems. For this reason alone we cannot risk having a large scale corporate drinking and music establishment in the area openly running late night events as it would create problems of public disorder and public nuisance as experienced before. It would draw people away from the city centre as has happened in the past. It would re-introduce the concept of Headingley as a party area where people can play music and drink until the early hours. This was a big problem a few years ago which is now under control in this area. It is now a popular area with students who want to live amongst families and enjoy somewhere quieter to study.

There is a recent history of noise nuisance from the stadium when they have operated temporary extensions (for one example see below) . This has negatively affected this community. The stadium have shown no interest in this problem which has occurred repeatedly over a number of years and have made no attempt to address it.

The new South stand music systems have already caused significant upset to people in this community as the noise appears to have a different, more intrusive quality which has sometimes been overwhelming and cannot be ignored. When complained to directly, it is my experience that the Rugby Stadium refer to their entitlement under law rather than show an interest in addressing the problem directly so it's important they are not given additional "license."

In addition

1) Harm to children

Children particularly need to be free to sleep and study. The stadium music is so intrusive it can wake my children from deep sleep.

On Boxing Day the stadium played music [at 930am](#) and this woke my 9 year old daughter from a deep slumber. She had got up very early on Christmas Day and was very tired yet the volume of the music was so high that it woke her up. This application concerns me as getting

to sleep is a much bigger problem. She cannot sleep on match nights until the music stops [at 10pm](#) but as matches are on a Friday we manage. Evening music will definitely affect both my childrens' ability to complete homework and to sleep at a reasonable time.

We don't live in one of the closest streets to the stadium yet noise is still a significant issue. This is a much more serious problem for the many families who live nearer than us, on Chapel Lane.

2) prevention of public nuisance

In the past the Cricket school has rented out their facilities to private contractors for weekends in December. Despite repeated complaints to the noise nuisance service from local residents about music leaking from the building [until 1am](#) it has not been stopped. Doors that are meant to be shut as a condition of the licence are regularly found propped open when we visit the site to complain. staff have told us "they can't do anything about it because it is with a private contractor".

At the moment we cannot trust the stadium to take responsibility for ensuring that conditions are adhered to, until match day events create no noise nuisance any extension is not acceptable

many thanks



From: [REDACTED]
Sent: 24 March 2019 10:02
To: Entertainment Licensing
Subject: objection to licence - Headingley Pavilion

To whom it may concern

I wish to object to the licence application made by Headingley North-South Stand Limited to vary the licence for the premises known as Headingley Pavilion, Emerald Headingley Stadium, St Michael's Lane, Headingley Leeds LS6 3BR to vary the existing licence for: Entertainment similar to live music, recorded music or dance and the provision of late night refreshment

The notice states the applicant proposes to vary the terms in the following way:

To provide entertainment similar to live music, recorded music or dance on Sundays 12-22.30 and the provision of late night refreshment Monday to Saturday 23.00 - 02.00.

The stadium is a massive source of disturbance. Over the years, the activity and levels of noise has steadily increased in a manner which has appeared to be reasonable year on year but when seen cumulatively now blights the lives of local residents. These are the main reasons:

1) We currently have to put up with the music and razzmatazz, not just the crowd noise, that accompanies matches and which disturbs our peace. To have music all day on Sundays, in addition to what they do now, is just not tenable especially if it is to be in the summer months when we will not be able to enjoy the peace of the garden. We work very hard during the week and like most other people, we appreciate being able to relax at home at the weekend which will not be possible if this licence is granted. It should also be borne in mind that there is the danger the 'music' will not just start and end at the times stated, music blares out a long time prior to any event and goes on for longer at the end. The Stadium management keep telling us their new tannoy system has reduced the noise pollution escaping from the stadium. This is not true as the new stand acts as a funnel for the noise. We can hear the music and announcements very clearly in our front room with the window closed.

2) The Stadium's ability to provide late night refreshment provides an opportunity for drunken revelling in the streets. This is evidenced at Christmas when they hold late night parties on the opposite side of the road in the Cricket School. As people are not allowed to smoke inside, they spill out to block pavements and the road, and they are joined by their non smoking friends so it can be quite intimidating if one has to walk past them such as walking the dog.

3) We have a child sleeping in the front bedroom which overlooks St Michael's Lane, can you imagine the problems they would have trying to sleep as the noise of music on Sundays and drunks potentially every other night. In the summer months, we can be disturbed in the back bedroom so it will only be worse at the front.

4) In addition, events of this kind also bring more traffic to the area with the associated parking problems. Leeds City Council is making a big deal about the quality of the air and pollution, why should we have to put up with more traffic in our area and the problems with pollution, idling engines

and parking. We also have to contend with the bridge on St Michael's Lane being closed after Rugby/cricket matches which restricts when we can leave our house or return home, this will add to the inconvenience as I have no doubt the bridge will also be closed after these events.

I know LCC support the stadium from an economic perspective but we like living in this area (having moved in over 30 years ago when we did not have these problems) and we have a good neighbourhood. I believe this application will cause harm and loss of amenity to the local area. **Please have some consideration for the residents who live next to the stadium and do not diminish our quality of life even further**

Best wishes

A black rectangular redaction box covering the signature of the sender.

Nelson, Matthew

From: [REDACTED]
Sent: 24 March 2019 23:46
To: Entertainment Licensing; Nelson, Matthew
Subject: Objection to license at Headingley Pavillion

Hello

Can you please consider my objection to the application for variation of license for the Headingley Pavillion. As far as I am aware this would enable music and dance till 2am.

I am greatly concerned that this application and other similar variations of licenses held at Headingley cricket and rugby club changes the character, usage and main purpose of this business. We moved here knowing that we would be living next door to a popular sporting centre, since then it has grown in size and popularity taking on the role of education centre linking with Leeds Beckett. However this application shows a shift in business strategy to become a centre for entertainment that has nothing to do with sport or education.

Headingley already has huge issues with alcohol use and the public nuisance and safety issues that arise from late night alcohol premises that aim their marketing at the young student population. The cricket and rugby ground are near enough to the 'Otley run' to be part of that problem but is right next door to established family communities in the Triangle area of Chapel Lane/Rochester Terrace/Broomfield Crescent and the Turnways area.

The late night music and drinking and behaviour that inevitably comes from the to-oing and fro-ing to these places will cause harm and a shift in the general atmosphere and feel of this community. We continue to have problems with drunken students shouting in the streets, banging car wing mirrors, waking up neighbours and their families as they stagger home through the surrounding streets or waiting around for taxi's.

Please consider these issues if you want a viable community to remain in Headingley.

[REDACTED]

set away from the
Prevention of crime and disorder
2. Public safety
3. Provention of public nuisance
4. Protection of children from harm

Sent from [Mail](#) for Windows 10

Interested Party Representation (Form IPR1)



Section 1 – Licence application details

Please indicate as appropriate :

I wish to object to the following application: Full variation application for Headingley Pavilion, Headingley Stadium, St Michael's Lane, Headingley, Leeds, LS6 3BR

Applicant name (if known): Headingley Stadium

Applicant premises name and address:

Headingley Pavilion, Headingley Stadium, St Michael's Lane, Headingley, Leeds, LS6 3BR

Section 2 – Your personal details

NB : If you are acting as a representative, please go to Section 3.

Title Mrs Mr Mrs Miss Other _____

Surname [REDACTED]

First name(s) [REDACTED]

Address (incl postcode): [REDACTED]

Please note that a full copy of your representation (including your name and address) will be sent to the applicant and will be a public document at any hearing of this matter.

Please refer to our Guidance Note – GN-M Guidance on making representations for further information and alternative options.

Section 4 – Representation grounds

The representation is relevant to one or more of the following licensing objectives:

Please tick relevant box(es)

Prevention of crime and disorder	<input type="checkbox"/>
Prevention of public nuisance	<input type="checkbox"/> This one
Protection of children from harm	<input type="checkbox"/> This one
Public safety	<input type="checkbox"/>

Please select :

I object to the application being granted at all

I object to the application being granted in its current form* This one

*If you choose this option remember to tell us in the next section what changes you would prefer to see.

The grounds of the representation is based on the following:

Heading Pavilion – Variation – Last date for Representations 25th March 2019

This application is made to vary the existing premises by way of the following:

- To add late night refreshment Monday to Saturday 23:00 until 02:00 hours;
- To add entertainment similar to live music, recorded music or dance on Sundays 12:00 until 22:30 hours;
- Relocate the bar areas on the first and third floors of the premises and the addition of a new bar in the private dining area on the third floor of the premises; and
- The removal of all bar areas on the ground floor to facilitate kitchen and staff areas.

This representation is relevant to the following licensing objectives:

- Prevention of public nuisance
- Protection of children from harm

I would like to object to the first two bullet points of the application regarding refreshment and entertainment similar to live music, recorded music or dance until late evening/early hours of the morning.

When I first came to live in this area 43 years ago, the only noise coming from the Cricket and Rugby grounds was that of people clapping, cheering and shouting their encouragement to the players. This took place in the afternoon or early evening and was a pleasant sound. Then PA systems were introduced. These weren't just used to address the spectators, however. They were used to create as much noise as possible. At least it only happened during the daytime or early evening.

The stadium now wishes to create noise and disturbance until late into the night and early morning.

This is a residential area inhabited by families with young children who have to get up early for school, working people who have to get up early on weekdays for work, students who need to study during the week and elderly people. The noise from music, carousing, shouting, door slamming, etc, which would be created well into the night, would disturb many homes.

Before making your decision, please ask yourselves how you would like to have such a large venue near your homes creating such a nuisance every night when you need to get up early the following morning to go to work and/or get your children off to school after their sleep has been disturbed.

Please reject this application on the grounds of it creating a public nuisance and, because of lack of sleep and consequent inability to concentrate at school, harm to children.

You ask me to tell you what changes I would prefer to see. I would like to see the application for the addition of late night refreshment and the addition of entertainment to be limited to times which would not cause a nuisance to households in the area and harm to children, that is the finishing times to be no later than 8pm on evenings followed by workdays (ie, the evenings of every day except Saturday). Saturdays could perhaps have a slightly later time for finishing (perhaps 11pm) provided the music is kept within the venue's walls and doors are kept closed.

[REDACTED]

25 March 2019

You need to complete this box as fully as possible. If you do not the Licensing Authority may not be able to assess the relevance of your representation.

Please attach supporting documents/further pages as necessary – please number all additional pages.

Try to be as specific as possible and give examples, e.g. on 1 February I could hear loud music from the premises between 10pm and 1am. I am concerned that if the premises open until 2am this will cause a nuisance to me and other residents of the street.

Sig

[REDACTED]

Date: 24 March 2019

Nelson, Matthew

From: [REDACTED]
Sent: 24 March 2019 11:21
To: Entertainment Licensing
Subject: Variation Application, Headingley Pavilion, Headingley Stadium, Leeds LS6 3BR

Variation Application, Headingley Pavilion, Headingley Stadium, Leeds LS6 3BR

We wish to object to the above application on the grounds of public nuisance and harm to children. An extension of the licence until 2.00 am Monday to Saturday would lead to increased noise within a residential area. Most people in the area have to go to work and children have to go to school and such late opening would mean increased noise from people leaving the venue, taxis and other vehicles. We are already subjected to noise, litter and traffic disturbance and disruption because of events at the Stadium and do not wish to see this increase. For the same reason we object to the variation of the licence for Sundays. Light pollution and disturbance to people's sleep is also an issue.

[REDACTED]

Nelson, Matthew

From: [REDACTED]
Sent: 24 March 2019 17:24
To: Entertainment Licensing
Cc: Nelson, Matthew
Subject: Headingley Carnegie licence applications

I would like to make an objection to two license applications that have been made by Headingley Carnegie rugby stadium.

1.

The first concerns the South stand. The desired license is to be able to hold music and dance events with alcohol for the whole of Sunday up to 22.00.

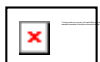
I object strongly to this. The stadium is in a residential area in which a diverse mix of residents would wish to enjoy a peaceful Sunday without being disturbed by the sound of music. Local children and babies will be trying to sleep after 19.00, I should imagine, and it would be detrimental to their health to have this sleep disturbed. Working people and the elderly are entitled, surely, to enjoy private spaces on a Sunday which are free from invasive noise. The overall effect of such a license would be to directly reduce quality of life for all local residents.

2.

I would also like to object to the stadium application for an extension to their existing bar licence to 2.00am throughout the week. This is not a city centre. People work. Children go to school. We in this area already have to put up with disrupted sleep and litter from students returning from late night events. Now we are being asked to put up with this in our own area. For the people living right next to the stadium...where stadium doors are often left open...this is untenable. For all those in the surrounding area...also untenable, as we will be subjected to a flow of drunken shouting through our area as young people return from their night of dancing. I am not against young people enjoying themselves. BUT night clubs should be in appropriate places. Headingley Carnegie is supposed to be a sports stadium. It should be supporting the health of its local neighbours. Allowing a night club in the heart of a residential area which is just beginning to rebuild a balanced community, is surely against everything that the council has promised in its Headingley design statements and also against all visions for a future Headingley proposed by our Neighbourhood Forum.

Yours sincerely

[REDACTED]



Virus-free. www.avg.com

Nelson, Matthew

From: [REDACTED]
Sent: 25 March 2019 11:55
To: Nelson, Matthew
Subject: Fwd: [activists] Music license objection before tonight's deadline
Attachments: ATT00001.txt

Get [Outlook for Android](#)

Dear Matthew

This is the objection that I want to make, using [REDACTED] as a basis as her reasons are similar to my own. I am emailing licensing because I cannot find the form online. The guidance says this is acceptable. I would like this objection to be placed against these three applications

Heading Pavilion – Variation – Last date for Representations 25th March 2019

South Stand – Variation - Last date for Representations 12th April 2019

North Stand – Variation - Last date for Representations 12th April 2019

I would like to register an objection to the Stadium's request to add music to their licence and for any extension to alcohol sale times.

The Stadium was designed for sports events. This is its core business. It is in a residential area and if it wants to extend its core business in this way it should instead relocate as other stadiums in the UK have.

The stadium is in Headingley which has a history of problems relating to public nuisance. Headingley is an area with strict alcohol controls on licensed establishments because of these problems. For this reason alone we cannot risk having a large scale corporate drinking and music establishment in the area openly running late night events as it would create problems of public disorder and public nuisance as experienced before. It would draw people away from the city centre as has happened in the past. It would re-introduce the concept of Headingley as a party area where people can play music and drink until the early hours. This was a big problem a few years ago which is now under control in this area. It is now a popular area with students who want to live amongst families and enjoy somewhere quieter to study.

There is a recent history of noise nuisance from the stadium when they have operated temporary extensions (for one example see below) . This has negatively affected this community. The stadium have shown no interest in this problem which has occurred repeatedly over a number of years and have made no attempt to address it.

The new South stand music systems have already caused significant upset to people in this community as the noise appears to have a different, more intrusive quality which has sometimes been overwhelming and cannot be ignored. When complained to directly, it is my experience that the Rugby Stadium refer to their entitlement under law rather than show an interest in addressing the problem directly so it's important they are not given additional "license."

In addition

1) Harm to children

Children particularly need to be free to sleep and study. The stadium music is very intrusive and often prevents me from listening to music at home or watching TV.

Evening music will definitely affect both my ability to complete homework (i have language lessons at leeds beckett, guitar lessons and singing lessons ,wirth homework for all three!) and to sleep at a reasonable time.

2) prevention of public nuisance

In the past the Cricket school has rented out their facilities to private contractors for weekends in December. Despite repeated complaints to the noise nuisance service from local residents about music leaking from the building until 1am it has not been stopped.

At the moment we cannot trust the stadium to take responsibility for ensuring that conditions are adhered to, until match day events create no noise nuisance any extension is not acceptable

many thanks



Nelson, Matthew

From: [REDACTED]
Sent: 17 March 2019 21:34
To: Entertainment Licensing
Cc: [REDACTED]
Subject: Headingley Stadium

Dear Sirs

I am writing to raise serious and strong objections to the following application:

We are in receipt of a full variation application for the Headingley Pavilion to relocate the bars and add late night refreshment (to allow hot food and drink between 23:00hrs and 02:00hrs Monday to Saturday). The application also includes the addition of 'entertainment similar to live music, recorded music or dance' on Sundays between 12:00 and 22:30hrs. The notice period for this expires on the 25th March.

I object on the following grounds -

Prevention of crime and disorder: allowing more alcohol to be bought and consumed in Headingley until 22.30 on a SUNDAY and 02:00 on other nights will cause more people to come to the area, more rowdyism, more litter, and a general lowering of the area. The Stadium is a Cricket and Rugby stadium, which is situated in a very densely populated area of the most crowded suburb of Leeds. Adding more people and more alcohol to this mix is ridiculous. Do come along to see Headingley any night to see the levels of noise, unacceptable behaviour, litter etc.

Public safety: I am concerned that a Stadium, for sporting events, could be wanting to sell alcohol until the early hours, every night of the week.

They must have some responsibility to the people who are drinking there, as well as to the stadium neighbours

Prevention of public nuisance: as above, more alcohol causes more public nuisance, from verbal abuse, litter, vomit, urine and more. It is unusual not to be woken by people loudly walking down our street after big events already. I do not want this to get worse.

Protection of children from harm: Children need sleep. There are a very large number of children in our area, and they need to be able to sleep undisturbed (as do their parents). The drinkers will also be little more than children themselves, and some responsibility needs to be taken for their alcohol intake.

The applications appears to want to turn part of the stadium into a late night drinking and music venue - which is unacceptable so close to a very populated area. They currently don't seem to have much regard for our peace and quiet on match days and for other events, so I hold out no hope that they will suddenly become good neighbours.

I do hope you turn this application down.

Many thanks

[REDACTED]

Nelson, Matthew

From: [REDACTED]
Sent: 17 March 2019 10:22
To: Entertainment Licensing
Subject: Re: Licensing Act 2003 - Headingley Stadium

I am writing to object to PREM/01872 application for full variation for the Headingley Pavillion. The sale of alcohol and performance of live or recorded music on Sundays till 22.30 and on weekdays till 2.00, will cause an increase in noise nuisance, an increase in alcohol consumption, an increase in people on the streets - making an noise, attracting traffic especially taxis, using late take-aways and dropping litter, urinating and vomiting, shouting and screaming. All these problems already exist in Headingley due to the Otley Run, to the detriment of family life, especially for children and elderly people. We are hoping to attract families back to live in Headingley and to rebalance our community. This application will have a negative effect. The stadium is a sporting venue, a positive asset to the neighbourhood. None of the above changes are related to sports events.

[REDACTED]

Nelson, Matthew

From: [REDACTED]
Sent: 27 February 2019 12:52
To: Entertainment Licensing
Subject: Re: Variation of premises licence at Headingley rugby/cricket ground

I object to both, as they both potentially add to noise nuisance in the neighbourhood.
[REDACTED]

From: Entertainment Licensing <Entertainment.Licen@leeds.gov.uk>
Sent: 27 February 2019 11:37
To: [REDACTED]
Subject: RE: Variation of premises licence at Headingley rugby/cricket ground

Good Morning [REDACTED]

Thank you for your e-mail.

At the time of writing we are in receipt of two applications for Headingley Stadium including a minor variation for the South Stand and a full variation application for the Pavilion.

The South Stand minor variation proposes to add the provisions live music, recorded music and the performance of dance on Sundays only; 12:00 until 22:30 hours. The Pavilion variation proposes to add entertainment similar to live music, recorded music or dance on Sundays 12:00 until 22:30 hours, in addition to adding Late Night Refreshment and alterations to the layout of the premises.

Further to the above explanations can you please confirm which application you wish to object to.

Kind regards

Matthew Nelson
Licensing Officer
Entertainment Licensing
Leeds City Council
Tel: 0113 378 5029
Fax: 0113 224 3885
email: matthew.nelson@leeds.gov.uk
www.leeds.gov.uk

From: [REDACTED]
Sent: 27 February 2019 11:13
To: Entertainment Licensing <Entertainment.Licen@leeds.gov.uk>
Subject: Variation of premises licence at Headingley rugby/cricket ground

I am writing to object to the above application for permission to play recorded music, live music and dance on Sundays from 12.00 to 22.30.

This is a densely populated residential area, and the playing of music will cause nuisance and disturbance to local residents. The stadium is a sports venue, and a great asset to our neighbourhood. The playing of music is not part of the function of a sports stadium. Sports events are time-limited and the noise level is not generally such as to cause nuisance. Playing music at a level which can be heard outside the stadium and is not related to a sports event is not acceptable. I urge you to reject this application.



The information in this email (and any attachment) may be for the intended recipient only. If you know you are not the intended recipient, please do not use or disclose the information in any way and please delete this email (and any attachment) from your system.

The Council does not accept service of legal documents by e-mail.

Nelson, Matthew

From: [REDACTED]
Sent: 16 March 2019 15:41
To: Nelson, Matthew
Subject: Headingley Stadium music license

REF- :Variation Application

- Headingley Pavilion, Headingley Stadium, St Michaels Lane, Headingley, Leeds, LS6 3BR
-
- This application is made to vary the existing premises by way of the following:
-
- 1 To add late night refreshment Monday to Saturday 23:00 until 02:00 hours;
- 2 To add entertainment similar to live music, recorded music or dance on Sundays 12:00 until 22:30 hours;
- 3 To add numerous measures from the Pro-Forma Risk Assessment V7 aimed at promoting all four licensing objectives.
- 4 Relocate the bar areas on the first and third floors of the premises and the addition of a new bar in the private dining area on the third floor of the premises; and
- 5 The removal of all bar areas on the ground floor to facilitate kitchen and staff areas.
-
- All representations to this application must be received no later than midnight on the 25th March 2019.
-
- Minor Variation Application
- South Stand, Emerald Headingley Stadium, St Michaels Lane, Headingley, Leeds, LS6 3BR
-
- The application is made to include live music, recorded music and the performance of dance on Sundays only; 12:00 until 22:30 hours.

[REDACTED]
I would like to register an objection to the Stadium's request to add music to their license on Sundays.
Regarding

- 1) Harm to children
Children need to be able to study, enjoy peace and sleep on Sundays as well as weekdays. The stadium music has in the past children and prevented children from enjoying these activities.
Sunday preceeds a school day and should be be treated accordingly. This is a serious problem for the many families who live next to or even near the stadium.
Today, children of all ages have exams throughout the year; Sunday night should not be sacrificed.

- 2) Prevention of public nuisance.
Noise and light pollution are a major cause of mental health issues; sleep is a really important element for our well being and this addition of extra noise and activity in the the late evening is likely to cause a public nuisance. The Stand is surrounded by residential housing and will immediately have a negative on the families living in the surrounding areas.

[REDACTED]

Nelson, Matthew

From: planning.comments@leeds.gov.uk
Sent: 15 March 2019 15:47
To: Nelson, Matthew
Subject: Comments for Licensing Application PREM/01872/003

Licensing Application comments have been made. A summary of the comments is provided below.

Comments were submitted at 3:47 PM on 15 Mar 2019 from [REDACTED].

Application Summary

Address: Headingley Stadium St Michaels Lane Headingley Leeds
LS6 3BR

Proposal: Premises Licence - Full Variation

Case Officer: Mr Matthew Nelson

[Click for further information](#)

Customer Details

[REDACTED]
[REDACTED]
[REDACTED]

Comments Details

Commenter Type: Neighbour response

Stance: Customer objects to the Licensing Application

Reasons for comment:

Comments: 3:47 PM on 15 Mar 2019 I wish to object to the stadiums application to extend their hours of operation for the sale of alcohol and live music until 2am from Monday to Saturday. As it is, when the stadium holds an event, the impact on local residents is huge. To extend these hours to 2am in the morning is unthinkable. At the moment the stadium events are bearable as we know that there is a time limit and the noise disruption will end - at least before midnight. If the hours of operation are extended to 2am then in practical terms we will also be impacted by noise made by people leaving the venue and traffic which will extend the hours of disruption further. As it is the stadium does not manage it's events very well - parking is always an issue on Cardigan Road, traffic is never managed well. To extend their operating hours would be an endorsement of their already bad neighbourhood management.

This page is intentionally left blank

Issued premises licences and club certificates within an area



PREM/01785/003 - Yorkshire Cricket School, 41 St Michaels Lane, Headingley, Leeds, LS6 3BR

Sale by retail of alcohol	
Monday to Saturday	10:00 - 01:00
Sunday	12:00 - 01:00
Provision of late night refreshment	
Every Day	23:00 - 00:45
Performance of recorded music	
Every Day	10:00 - 01:00
Performance of dance	
Monday to Saturday	10:00 - 01:00
Sunday	12:00 - 01:00
Entertainment similar to live music, recorded music or dance	
Every Day	00:00 - 23:59

PREM/02859 - Carnegie Pavilion, Headingley Carnegie Stadium, Kirkstall Lane, Kirkstall, Leeds, LS6 3BR

Sale by retail of alcohol	
Every Day	10:00 - 22:30
Exhibition of a film	
Every Day	10:00 - 22:30
Performance of live music	
Every Day	10:00 - 22:30
Performance of recorded music	
Every Day	10:00 - 22:30
Performance of dance	
Every Day	10:00 - 22:30
Entertainment similar to live music, recorded music or dance	
Every Day	10:00 - 22:30

PREM/01876 - Headingley North Stand Leeds, Upper Bar, St Michaels Lane, Headingley, Leeds, LS6 3BR

Sale by retail of alcohol	
Monday to Saturday	11:00 - 23:00
Sunday	12:00 - 22:30
Performance of recorded music	
Every Day	00:00 - 23:59

PREM/01875 - North Stand Refreshment & Hospitality Boxes, Headingley Carnegie Stadium, St Michaels Lane, Headingley, Leeds, LS6 3BR

Sale by retail of alcohol	
Monday to Saturday	11:00 - 23:00
Sunday	12:00 - 22:30
Performance of recorded music	
Every Day	00:00 - 23:59

PREM/01878 - Members Stand, Club & Premises, Leeds Cricket Football And Athletic Co Ltd, St Michaels Lane, Headingley, Leeds, LS6 3BR

Sale by retail of alcohol	
Monday to Saturday	11:00 - 00:00
Sunday	12:00 - 23:30
Provision of late night refreshment	
Monday to Saturday	23:00 - 00:00
Sunday	23:00 - 23:30
Performance of recorded music	
Every Day	00:00 - 23:59

PREM/02905/002 - Yorkshire County Cricket Club, St Michaels Lane, Headingley, Leeds, LS6 3BU

Sale by retail of alcohol	
Every Day	12:00 - 23:00
Performance of a play	
Every Day	12:00 - 23:00
Exhibition of a film	
Every Day	12:00 - 23:00
Indoor sporting events	
Every Day	12:00 - 23:00
Boxing or wrestling entertainment	
Every Day	12:00 - 23:00
Performance of live music	
Every Day	12:00 - 23:00
Performance of recorded music	
Every Day	12:00 - 23:00
Performance of dance	
Every Day	12:00 - 23:00

PREM/01872/002 - Headingley Pavilion, Headingley Stadium, St Michaels Lane, Headingley, Leeds, LS6 3BR

Sale by retail of alcohol	
Monday to Saturday	11:00 - 02:00
Sunday	12:00 - 22:30
Performance of live music	
Monday to Saturday	08:00 - 02:00
Performance of recorded music	
Every Day	00:00 - 23:59
Performance of dance	
Monday to Saturday	08:00 - 02:00
Entertainment similar to live music, recorded music or dance	
Monday to Saturday	08:00 - 02:00

PREM/01872 - Leeds Cricket & Athletic Company, Headingley Pavilion, Headingley Stadium, St Michaels Lane, Headingley, Leeds, LS6 3BR

Sale by retail of alcohol	
Monday to Saturday	11:00 - 02:00
Sunday	12:00 - 22:30
Performance of live music	
Monday to Saturday	08:00 - 02:00
Performance of recorded music	
Every Day	00:00 - 23:59

Performance of dance	
Monday to Saturday	08:00 - 02:00
Entertainment similar to live music, recorded music or dance	
Monday to Saturday	08:00 - 02:00

PREM/04227/001 - South Stand, Emerald Headingley Stadium, St Michaels Lane, Headingley, Leeds, LS6 3BR

Sale by retail of alcohol	
Monday to Saturday	12:00 - 23:00
Sunday	12:00 - 22:30
Performance of live music	
Monday to Saturday	13:00 - 23:00
Performance of recorded music	
Monday to Saturday	13:00 - 23:00
Performance of dance	
Monday to Saturday	13:00 - 23:00

PREM/02298 - Carnegie Stand, Eastern Terrace, The Headingley Stadium, St Michaels Lane, Headingley, Leeds, LS6 3BR

Sale by retail of alcohol	
Monday to Thursday	13:00 - 00:00
Friday & Saturday	12:00 - 00:00
Sunday	12:00 - 23:00
Provision of late night refreshment	
Monday to Thursday	23:00 - 00:00
Friday & Saturday	23:00 - 00:00
Performance of live music	
Monday to Thursday	13:00 - 00:00
Friday & Saturday	12:00 - 00:00
Sunday	12:00 - 23:00
Performance of recorded music	
Monday to Thursday	13:00 - 00:00
Friday & Saturday	12:00 - 00:00
Performance of dance	
Monday to Thursday	13:00 - 00:00
Friday & Saturday	12:00 - 00:00
Sunday	12:00 - 23:00
Entertainment similar to live music, recorded music or dance	
Monday to Thursday	13:00 - 00:00
Friday & Saturday	12:00 - 00:00
Sunday	12:00 - 23:00

PREM/01879 - Western Terrace, Cricket And Football Ground, Leeds Cricket, Football And Athletic Club Co Ltd, St Michaels Lane, Headingley, Leeds, LS6 3BR

Sale by retail of alcohol	
Monday to Saturday	10:00 - 23:00
Sunday	12:00 - 22:30
Provision of late night refreshment	
Monday to Saturday	23:00 - 23:30
Performance of recorded music	
Every Day	00:01 - 00:00

PREM/01877 - Headingley South Stand Refreshment Room, Leeds Cricket Football & Athletic Co Ltd, St Michaels Lane, Headingley, Leeds, LS6 3BR

Sale by retail of alcohol	
Monday to Saturday	11:00 - 23:00
Sunday	12:00 - 22:30
Performance of recorded music	
Every Day	00:00 - 23:59

PREM/01552 - Boundary Hotel, 42 Cardigan Road, Headingley, Leeds, LS6 3AG

Sale by retail of alcohol	
Monday to Saturday	11:00 - 23:00
Sunday	12:00 - 22:30

PREM/01551 - Butlers Hotel, 40 Cardigan Road, Headingley, Leeds, LS6 3AG

Sale by retail of alcohol	
Monday to Saturday	10:00 - 23:00
Sunday	12:00 - 22:30
Performance of recorded music	
Every Day	00:00 - 23:59

PREM/00068 - Kirkstall Lane Off Licence, 201 Kirkstall Lane, Kirkstall, Leeds, LS6 3EJ

Sale by retail of alcohol	
Monday to Saturday	08:00 - 23:00
Sunday	10:00 - 22:30