

[REDACTED]

From: [REDACTED] >
Sent: 17 December 2018 12:07
To: [REDACTED] >
Cc: [REDACTED] >
Subject: Re: FW: Full Variation, Everybodys, 91-97 Otley Road, Guiseley, LS20 8PS [NOT PROTECTIVELY MARKED]

Hi [REDACTED];

Thanks for your e-mail.

As there is only one external area, can we agree the following "The CCTV system will cover the external drinking area of the premises to which patrons of the premises have access" ? See below

The other conditions agreed are as follows (please note I have made small changes to the wording originally proposed) :

- 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.
- 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 personal licence numbers (if any) of any 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
- The CCTV system will cover all areas of the premises to which patrons of the premises have access under the terms of the licence, including corridors and stairways (excluding WCs and changing rooms).
- The CCTV system will cover the external drinking area of the premises to which patrons of the premises have access.
- 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.

- The CCTV system will be of a satisfactory resolution quality which will enable the identification of persons and activities, and other fine details.
- Last admittance for new patrons to the venue will be 0100 hrs."

Please confirm (if such is the case that) the foregoing is satisfactory and if it is, I will advise the licensing authority that agreement has been reached between us ?

I look forward to hearing from you.

Regards

John

----- Original Message -----

From: "[REDACTED]" >

To: [REDACTED] <[REDACTED]>, Entertainment Licensing

<[REDACTED]>

Cc: [REDACTED] <[REDACTED]>

Date: 19 December 2018 at 13:02

Subject: RE: FW: Full Variation, Everybodys, 91-97 Otley Road, Guiseley, LS20 8PS
[NOT PROTECTIVELY MARKED]

Classification: NOT PROTECTIVELY MARKED

Dear John – agreed, thank you.

Entertainment Licensing – agreements have finally been reached and West Yorkshire Police now withdraw their representation subject to the conditions below being incorporated into licence.

Kind regards

[REDACTED]

[REDACTED]

Licensing Officer

West Yorkshire Police

Leeds District Licensing Department

Leeds Divisional Headquarters

Elland Road

Leeds

LS11 8BU

Internal mobex: [REDACTED]

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Office External: [REDACTED]

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