

NORWICH CITY COUNCIL

Report for Resolution

Report To Licensing Sub-Committee

31 August 2010

Report of Head of Citywide Services

Subject Licensing Act 2003:
Application to vary a Premises Licence -
Revolution 6 Queen Street Norwich NR2 4SQ

Purpose

Members are asked, in accordance with the delegation of licensing functions contained in the Norwich City Council Statement of Licensing Policy (Licensing Act 2003), to consider the application to vary a Premises Licence in respect of Revolution 6 Queen Street Norwich NR2 4SQ following the receipt of Interested Party representations.

Recommendation

That Members determine the application to vary a Premises Licence in respect of Revolution 6 Queen Street Norwich NR2 4SQ in accordance with the:

Licensing Act 2003;
Guidance issued under Section 182 of the Licensing Act 2003; and
Norwich City Council Statement of Licensing Policy.

Financial Consequences

The financial consequences for this report are nil.

Corporate Objective/Service Plan Priority

The report helps to achieve the service plan priority of protecting the interests of the public through the administration of the licensing function.

Contact Officer
Ian Streeter

Phone No 212439

Background Documents

The Licensing Act 2003
Guidance issued under Section 182 of the Licensing Act 2003
Norwich City Council Statement of Licensing Policy

1.0 The Application

- 1.1 The applicant is Inventive Leisure Services Ltd. 21 Old Street Ashton under Lyne OL6 6LA.
- 1.2 The premises currently hold a premises licence, the summary of which is attached to the report as Appendix A.
- 1.3 The conditions attached to the current premises licence are attached as Appendix B.
- 1.4 The variation application seeks to:
 - Alter the internal layout of the premises; and
 - Remove conditions 2, 4 and 7 of Annex 2 attached to the current premises licence.
- 1.5 The layout plan which forms part of the existing premises licence is attached at Appendix C to the report. The proposed revised layout is attached at Appendix D.
- 1.6 The conditions that the applicant is seeking to remove are:
 - (2) 60% of the floor area shall be permanently laid out with tables and chairs for the service as food and meals.
 - (4) The licensee(s) shall not operate any happy hours or operate a discounted drinks policy.
 - (7) The number of persons permitted to use the licensed premises at any one time (including staff and performers) shall not exceed the following limits:-

Ground Floor - 180

First Floor - 150
- 1.7 Following discussions with Norfolk Constabulary, the applicant has proposed to include the following additional conditions within their operating schedule:
 - CCTV system to be operating and recording at the premises. The position of the cameras will be able to cover entry and exit points of the building and record every person entering the premises.
 - CCTV footage to record for 31 days and to be available to Police or Licensing Officer on request.
 - A record of staff training in relation to licensing law will be kept and available on request.
 - Customers will be prevented from leaving with open containers (except for genuine off-sales)

- An incident book will be kept to record any significant incidents including the signing on/off of dooe supervisors. This book will be available for inspection on request.
- Premises will operate a zero tolerance towards drugs.
- Toughened glassware will be used.
- Challenge 21 policy will be in force at the premises.
- On Friday and Saturday nights, there must be a minimum of 2 SIA door supervisors employed form 21:00 to close.
- The premises will use a radio system to communicate to Police and other premises and be a members of the SIRCS scheme.

2. Relevant Representations

2.1 The responses from the Responsible Authorities are as follows:

- Police – No representations.
- Environmental Services – No representations.
- Fire Officer – No representations.
- Planning Officer – No representations.
- Area Child Protection Committee – No representations.
- Trading Standards – No representations.

2.2 Representations have been received from eleven Interested Parties objecting to the application and these are attached at Appendix E to the report. The objections relate mainly to the licensing objectives of crime and disorder and the prevention of public nuisance. One letter of support has been received and this is attached at Appendix F of the report.

2.3 A detailed site map of the area identifying the application premises and the location of the Interested Parties will be available at your meeting.

3.0 Norwich City Council Statement of Licensing Policy

3.1 Attached at Appendix G are the elements of the City Council's local Licensing Policy which are considered to have a bearing upon the application:

4.0 National Guidance (issued under section 182 of the Licensing Act 2003)

4.1 Attached at Appendix H are the elements of the National Guidance issued by the Secretary of State that are considered to have a bearing upon the application.

5.0 Summary

5.1 The Sub-Committee is obliged to determine this application with a view to promoting the licensing objectives which are:

the prevention of crime and disorder;
public safety;
the prevention of public nuisance;
the protection of children from harm.

5.2 In making its decision, the Sub-Committee is also obliged to have regard to guidance issued under Section 182 of the Licensing Act 2003 (National Guidance) and the Council's own local licensing policy. The Sub-Committee must also have regard to all of the representations made and the evidence it hears.

5.3 The Sub-Committee must take such of the following steps as it considers necessary for the promotion of the licensing objectives:

- Grant the application as asked;
- Modify the conditions of the licence, by altering or omitting or adding to them; or
- Reject the whole or part of the application.

5.4 The Sub-Committee is asked to note that it 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 necessary in order to promote the licensing objectives.

5.5 The representations received from the Interested Parties appear to relate to issues that fall under the licensing objectives of the prevention of crime and disorder, public safety and the prevention of public nuisance. The Sub-Committee is directed to paragraphs 21 and 25 of the local licensing policy at Appendix G which contain examples of factors that impact on the licensing objectives of the prevention of crime and disorder and the prevention of public nuisance that the applicant could consider when addressing these issues. These paragraphs also contains examples of control measures that may be taken into account in operating schedules having regard to the type of premises and/or the licensable activities.

5.6 Insofar as the issue of licensing hours is concerned, the Sub-Committee is directed to paragraph 13.41 of the national guidance, which states that licensing hours should not inhibit the development of evening and night-time local economies, and that providing consumers with a greater choice and flexibility is an important consideration. However, this should always be carefully balanced against the duty to promote the four licensing objectives and the rights of local residents to peace and quiet. The Sub-Committee is also directed to paragraph 31.7 (a) of the local licensing policy, authorising the restriction of licensing hours, where the licensing authority believes, on the basis of representations, that to not do so would exacerbate public nuisance.

The Committee must decide whether there is a strong enough case for the restriction of licensing hours, based on the representations made, to promote the licensing objectives.

- 5.7 The Sub-Committee is also reminded of the contents of Appendices 2 and 4 of the local licensing policy (not re-produced in this report) that contain pools of model conditions relating to the prevention of crime and disorder and the prevention of public nuisance.



Premises Licence Summary

Premises Licence Number

10/01179/PREM

Premises Details

Postal address of premises, or if none, ordnance survey map reference or description, including Post Town, Post Code

Revolution
6 Queen Street
Norwich
Norfolk
NR2 4SQ

Telephone number

Where the licence is time limited the dates

Not applicable

Licensable activities authorised by the licence.

Other Entertainment falling within Act - Activity takes place indoors
Films - Activity takes place indoors
Late Night Refreshment - Activity takes place indoors
Live Music - Activity takes place indoors
Performances of Dance - Activity takes place indoors
Provision of Dance Facilities - Activity takes place indoors
Provision of Music Facilities - Activity takes place indoors
Sale by Retail of Alcohol - Activity takes place indoors
Recorded Music - Activity takes place indoors

The times the licence authorises the carrying out of licensable activities

Other Entertainment falling within Act	Every Day	12:00 - 02:00
Films	Every Day	08:00 - 02:00
Late Night Refreshment	Every Day	23:00 - 02:30
Live Music	Saturday	12:00 - 02:00
Live Music	Sunday	12:00 - 02:00
Live Music	Monday to Friday	17:30 - 02:00
Performances of Dance	Every Day	08:00 - 02:00
Provision of Dance Facilities	Every Day	08:00 - 02:00
Provision of Music Facilities	Every Day	12:00 - 02:00
Sale by Retail of Alcohol	Every Day	07:00 - 02:00
Recorded Music	Every Day	12:00 - 02:00

Non Standard/Seasonal Timings

Late Night Refreshment and Sale by Retail of Alcohol only – On New Years Eve from the end of permitted hours on New years Eve to the start of permitted hours on New Years Day.

The opening hours of the premises

Monday	07:00 - 02:30
Tuesday	07:00 - 02:30
Wednesday	07:00 - 02:30
Thursday	07:00 - 02:30
Friday	07:00 - 02:30
Saturday	07:00 - 02:30
Sunday	07:00 - 02:30

Non Standard/Seasonal Timings

On New Years Eve from the end of permitted hours on New years Eve to the start of permitted hours on New Years Day.

Where the licence authorises supplies of alcohol whether these are on and / or off supplies

Alcohol is supplied for consumption both on and off the Premise

Name, (registered) address of holder of premises licence

Inventive Leisure Services Limited
21 Old Street
Ashton Under Lyme
OL6 6LA

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

Registered Business Number 03918986

Name, designated premises supervisor where the premises licence authorises for the supply of alcohol

Jessie Rowley

State whether access to the premises by children is restricted or prohibited

APPENDIX B

Annex 1 – Mandatory conditions

- 1 No supply of alcohol may be made under a premises licence -
 - (a) at a time when there is no designated premises supervisor in respect of the premises licence, or
 - (b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.
- 2 Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.
- 3 Where, at specified times one or more individuals must be at the premises to carry out a security activity each such individual must be licensed by the Security Industry Authority.

Annex 2 – Conditions consistent with the Operating Schedule

1 **General - all four licensing objectives**

2 60% of the floor area shall be permanently laid out with tables and chairs for the service as food and meals.

3 The licensee(s) and stall will operate the Portman Prove It Proof of Age Scheme (or a driving licence with photograph or passport).

4 The licensee(s) shall not operate any happy hours or operate a discounted drinks policy.

5 All parts of the licensed premises shall be open to inspection during any function authorised under the licence or at any other reasonable time by a Police Officer or a Fire Officer or a duly authorised officer of the City Council.

6 Whilst the licensed premises are being used in pursuance of this licence no drunken or disorderly person or common prostitute shall be permitted to remain therein, no drunkenness or disorderly conduct or proceeding, no unlawful gaming whatever, no indecency or profanity and no performance of a kind commonly known as a strip-tease act involving the removal of garments while the performer (including a performer whose movements or a reflection of whose movements can be seen by the audience through or on a translucent screen or similar device) is within the view of the audience, or any performance of a similar nature shall be permitted therein, but good rule and order shall be kept and maintained.

7 The number of persons permitted to use the licensed premises at any one time (including staff and performers) shall not exceed the following limits:-

Ground Floor - 180

First Floor - 150

8 The maximum number of persons permitted on the licensed premises shall be prominently displayed together with plans as approved by the Licensing Authority showing the accommodation open to the public gangways and exit routes.

9 There shall be adequate provision made to account for the number of persons on the licensed premises during any entertainment authorised under the licence.

10 Printed notices shall be displayed at suitable positions in the building stating in concise terms the essentials of the action to be taken upon discovering a fire and on hearing the alarm.

11 Nothing shall be done or permitted to be done on or in the proximity of the licensed premises which may impede or endanger the speedy exit of persons from the licensed premises and, all gangways, corridors, staircases and external passages intended for exit purposes shall be kept entirely free from obstruction whether permanent or temporary.

12 The Licensee shall do what is reasonably practicable to prevent obstruction of exits, external courts, passageways, stairways and ramps leading to the outside of the licensed premises by persons waiting to gain admission thereto.

13 The public shall be permitted to leave by all doors marked "EXIT" after each performance.

14 Mats and other floor coverings shall be secured and maintained so that they will not ruck or in any way be a source of danger to persons using the licensed premises. New floor coverings should be approved by the Chief Fire Officer.

15 (i) Where so required by the Licensing Authority no fastenings, other than automatic bolts, shall be fitted on exit doors used by the public except of such a pattern and in such positions as the Licensing Authority may determine. Automatic bolts shall be of such a pattern that horizontal pressure on the crossbars will open the doors. The crossbars shall, where practicable, be placed at a height of 1 metre from the bottom of the door. Doors fitted with automatic bolts shall have the words "PUSH BAR TO OPEN" painted upon them in block letters at least 100 millimetres high.

(ii) If the Licensing Authority give consent to the use of chains, padlocks or other locking devices for securing exit doors when the public are not on the premises, a responsible person shall be required to remove such chains padlocks or other devices before the admission of the public and such chains, padlocks or other devices shall not be replaced during the whole time the public are present in the licensed premises.

16 Where collapsible gates or roll up shutters are used, these must be locked in the open position whilst the public are present. Revolving doors shall not be counted as exits.

- 17 At all times when the licensed premises are being used in pursuance of this licence all exit doors shall be kept unlocked and shall be maintained in such a condition as to be immediately available for use.
- 18 All exits, other doors or openings used by the public for the purpose of exit shall be indicated by exit signs complying with The Health and Safety (Safety Signs and Signals) Regulations, 1996. (B.S. 5499 signs comply with this standard). The signs to be sited at a height of at least 2.1 metres above floor level above or beside the exits.
- 19 All barriers and doors shall be made to swing or open outwards, unless the Licensing Authority are satisfied that this is unnecessary with regard to any particular door or doors, and the method of opening shall be indicated thereon.
- 20 All stairs and steps comprising parts of the means of escape in case of fire shall be maintained with non-slippery and even surfaces and shall be provided with appropriate handrails.
- 21 On those occasions when people with disabilities are present on the licensed premises such special arrangements as may be necessary in the circumstances shall be made so as to enable all persons to leave the licensed premises safely in the event of fire.
- 22 The arrangements for a closely seated audience on movable seating shall be as follows:-
- (i) The seating must at all times be so disposed as to provide unobstructed access to all exit doors.
 - (ii) Chairs or other single seats should be secured together in lengths of not fewer than four seats and not more than twelve so that the seats cannot be separated from each other merely by pushing one or more seats in a row (the only exception being chairs in boxes or other approved enclosures) ; and
 - (iii) Provision should be made for the rows of seating flanking the gangways to be fixed to the floor effectively preventing the individual seats or rows of seats from being dislodged into the gangways or from being toppled over, except that :-
 - (i) only end seats of such rows need to be fixed to the floor if all seats in each row are secured together ; or
 - (ii) only the end seats of each length of seating referred to in paragraph (ii) above form such rows need to be fixed to the floor.
 - (iv) No person, except staff, shall be allowed to stand or sit other than on approved seating in the gangways or passages whilst the public are on the premises. The gangways or passageways shall be kept entirely free from chairs and other obstructions.
- 23 Two separate and independent systems of lighting sufficient to enable persons to see their way out of the premises should be provided.

(i) Normal Lighting

All parts of the premises to which the public have access and all external exitways should be provided sufficient illumination of those parts of the premises for the public to leave the premises safely. In the absence of adequate daylight whenever the public are on the premises the normal lighting should be kept on.

(ii) Emergency lighting

All parts of the premises to which the public have access and all external exitways should be provided with emergency lighting capable of providing sufficient illumination for the public to leave the premises safely.

On failure of a local lighting circuit the emergency lighting should be brought into use immediately and automatically.

The system should be a combination of maintained and non maintained units. All fire exit notices should be of the maintained type. Maintained emergency lighting units are required to be illuminated at all times the public are present on the premises.

Non maintained emergency lighting units are only required to be illuminated when the normal local lighting circuit fails.

The emergency lighting system shall be tested monthly, six monthly and three yearly in accordance with the guidelines contained in BS.5266 Part 1:1988. A record of the tests shall be kept in a book kept on the licensed premises at all times and open to inspection by an authorised officer of the Licensing Authority or Fire Officer on request.

24 No smoking shall be permitted to take place on any stage except as part of the performance, and real flames shall not be used on any stage or other part of premises where a performance is taking place unless approved by the Licensing Authority.

25 All curtains or drapes hung in places of entertainment should be of a durably flame-retarded fabric or inherently flame retarded fabric and should conform with the British Standard 5867: Part 2 fabric type B. Suitable documentary evidence should be provided to this effect. Visiting acts/discos etc. shall also provide equivalent documentary evidence for any drapes etc. they bring into the premises. The documentary evidence produced must clearly identify the drapes etc to which they apply.

26 Curtains or drapes should not conceal notices and should be hung so as not to trail on the floor.

27 The void beneath the stage shall not be used for the storage of combustible materials.

28 Decorations, artificial and dried foliage to be approved by the Fire Officer.

29 Promotional displays in foyers and public areas to be approved by the Fire Officer.

29 Surfaces of walls and ceilings etc:

Apart from small areas of wall surface the surface finish of walls and ceilings should correspond to a standard not lower than that indicated in the appropriate surface spread of flame classification given below :-

Class 0 In circulation spaces and escape routes.

Class 1 In rooms, including auditoria and places of assembly other than small rooms.

Class 3 In small rooms (not exceeding 4m²)

Class 1 & 3 means tested in accordance with BS 476 : Part 7.

30 Suitable guards to prevent contact with scenery or any other combustible materials shall be fitted to all lamps, lanterns, lighting appliances and other apparatus in the licensed premises which are liable to become heated whether under normal or abnormal conditions.

31 Subject to condition (24), explosives, flammable liquids (including liquefied petroleum gas) or highly flammable articles shall not be brought into or used in any part of the licensed premises, but this shall not prevent the use of flammable liquids used in cooking at the table and lighted candles as table decorations, provided that where naked flame is present in these circumstances, only flame retardant table cloths, napkins and table decorations shall be used.

32 Subject to condition (31) (Prohibition of Flammable Materials), heating appliances, other than hot water radiators, shall be adequately guarded or fixed in positions out of reach of the public. Mobile heating appliances of whatever kind shall not be operated whilst the licensed premises are open to the public.

33 (i) Where new or replacement upholstered furniture is provided for the premises or the existing furniture refurbished, the upholstered furnishings provided should conform with British Standard 7176: 1989 "Resistance to ignition of upholstered furniture" and be suitable for "Medium Hazard" situations.

(ii) The outer covering of all upholstered furniture provided in the premises should be maintained in good repair to ensure that the filling materials are not exposed.

34 Suitable fire fighting equipment shall be provided on the licensed premises and placed in suitable positions ready for immediate use. All fire equipment shall be maintained in efficient working order. Portable fire extinguishers shall be examined at least once annually in accordance with BS5306 Part 3 : 1985. The dates of such tests shall be clearly marked on the extinguisher attached to a stout label. A record shall be kept in a book kept on the licensed premises at all times and open to inspection by an authorised officer of the Licensing Authority or the Fire Officer on request. Hose reels shall be tested at least annually to ensure that they are in good working order and will produce a satisfactory jet of water.

35 Fire alarm systems will be required in premises on the following basis.

All types - Minimum type M.
Accommodating over 300 persons - Voice evacuation.

Electrical fire warning systems shall be installed and maintained in accordance with BS.5839: Part I: 1988. The fire warning system is to incorporate relays to cut out all entertainments sound systems as soon as the fire warning system is activated.

36 Fire alarms and automatic fire detection where fitted, shall be maintained in efficient working order and shall be tested or examined whenever required by the Licensing Authority or the fire Officer. In addition, the alarms shall be tested weekly using a different call point for each successive test to ensure the alarm operates satisfactorily. It must be examined once a year by a competent person. A record of the tests and examinations shall be recorded in a book kept on the licensed premises at all times and open to inspection by an authorised officer of the Licensing Authority or Fire Officer on request.

37 Whenever the licensed premises are being used for the purposes of public dancing or music or other public entertainment of a like kind there shall also be during that time sufficient competent attendants on duty. These attendants must have been instructed in the safety precautions to be observed and in the action to be taken in case of fire or other emergency. Fire routines and evacuation procedures shall be regularly checked and practice and a record of such checks and practices shall be recorded in a book kept on the licensed premises at all times and open to inspection by an authorised officer of the Licensing Authority or Fire Officer on request.

38 The Licensee shall ensure that records of staff training are kept, to include the names of the staff attending each practice drill, and details of the training and instruction given. The following are examples of matters which need to be included in such a record :-

(a) date of the instruction or exercise;

(b) duration;

(c) name of the person giving the instruction;

(d) name of the person(s) receiving the instruction; and

(e) the nature of the instruction, training or drill.

39 (i) Practice fire drills shall be held at least once every month and shall be conducted by the Licensee or a competent person appointed by him/her. They shall be attended by at least one-third of the staff including any member who has been appointed since the previous practice drill or who has not attended a practice drill within the preceding three months. Where one-off performances are given, all staff should be made aware of their duties prior to the event.

(ii) Premises managed by voluntary organisations. All voluntary management committees shall provide instruction for their committee members and booking secretaries in emergency procedures at least once every year.

40 The Licensee shall satisfy himself by annual inspection as to the safety of the ceiling structures of the licensed premises and produce at his/her own expense on the request of the Licensing Authority a certificate from an Architect or Surveyor as to the safety of the ceiling structures of the licensed premises.

41 Adequate access must be provided to roof spaces above suspended fibrous plaster and other forms of suspended ceilings of the licensed premises, thereby allowing access to all parts of the ceiling for purposes of inspection and repairs.

42 (i) The electrical installation in the premises shall be subjected to tests no less stringent than those required by BS 7671: 1992. A current completion certificate, or periodic inspection report in the prescribed form, completed by an N.I.C.E.I.C./E.C.A. electrical contractor, and schedule of test results, shall be submitted with the application for the licence.

(ii) On an application for the renewal of the licence, the licence holder shall be required to sign a declaration to the effect that the electrical installation has sustained no damage and been the subject of no alteration or extension since the date on the current inspection certificate. In the event of damage, alteration or extension to the electrical installation, a new electrical inspection certificate,

in the prescribed form, completed by an N.I.C.E.I.C./E.C.A. electrical contractor, and schedule of test results, shall be submitted with the application for the renewal of the licence.

43 (i) A residual current device(s) shall be mounted and maintained as part of the fixed wiring installation of the premises. The device(s) shall conform to the appropriate British Standard/Euro norm with no intentional time delay included, and shall have a rated residual operating current no greater than 30mA.

(ii) The device(s) shall protect the electrical installation which serves those parts of the entertainment premises to which the public and performers have access. No unprotected electrical supply shall be introduced into those parts of the premises.

44 The licensee shall ensure that the electrical installation for the premises is properly maintained and used in a safe manner.

45 (i) All electrical equipment shall be maintained so as to prevent, so far as is reasonably practicable, danger to any person on the licensed premises. Electrical equipment includes anything used, intended to be used or installed for use, to generate, provide, transmit, transform, rectify, convert, conduct, distribute, control, store, measure or use electrical energy.

(ii) The licensee shall ensure that any item of electrical equipment brought onto the premises for the purpose of an entertainment shall have a current certificate to verify that it has been subjected to necessary test/inspections to guarantee it is safe to use.

46 No lasers, strobes or other form of high intensity lighting should be installed or used without the express written consent of the Licensing Authority. An application for consent shall be in writing and signed by the Licence Holder and should be made not less than 28 days before installation or use. No such lighting shall be used other than strictly in accordance with any terms and conditions which may be imposed by the Licensing Authority. All such systems to comply with the current health and safety codes of practice and guidance. In the case of lasers the licence holder shall appoint a competent laser safety officer to advise him/her.

47 Application for the Licensing Authority's consent to the use of pyrotechnics and special effects should be made by the licensee in writing at least 14 days before the first performance of the entertainment or special effect and give full details of the proposed use and the date and time on which a demonstration can be witnessed by a representative of the Licensing Authority and the Fire Officer. No pyrotechnic device or special effects shall be used other than strictly in accordance with any terms and conditions which may be imposed by the Licensing Authority.

48 All public parts of the premises shall be kept properly and sufficiently ventilated to the satisfaction of the Licensing Authority.

49 Suitable and sufficient cloakrooms and sanitary accommodation shall be provided in accordance with BS6465, part 1 1994 and indicated by such notices and signs as the Licensing Authority may consider necessary for persons frequenting the licensed premises.

50 An adequate number of hand wash basins shall be provided to the satisfaction of the Licensing Authority.

51 At least one separate closet shall be provided for each sex, and where accommodation for males is more than 50, sufficient urinal accommodation shall be provided in addition.

52 Urinal stalls shall be fitted with automatic flushing devices. Closets, urinals and drains shall be constructed and fitted in accordance with the Building Regulations.

53 The several lavatories, closets, urinals and wash hand basins serving the licensed premises shall at all times be kept in good order and repair and be properly and effectually cleansed, disinfected, ventilated, supplied with water where necessary, and lighted.

54 (i) On any day on which doors supervisors are to be engaged at the premises the licensee or the responsible person on his/her behalf must enter in a register kept for that sole purpose the name, registration number and hours of duty of each door supervisor to be engaged on that day before that supervisor starts his/her duties.

(ii) The register must be kept at the premises at all times and be produced for inspection at any time on request by an authorised officer of the Licensing Authority or a Police Officer. Any entry in the register shall be kept at the premises for at least 6 months from the date of that entry before being removed or erased.

55 All windows and doors shall be kept closed at all times whilst entertainment is taking place on the premises.

56 There shall be no storage of any items in the passageway leading to the wheelchair access door.

- 57 There will be a thirty minute chill out/wind down period after all licensable activities (except late night refreshment) have ended.
- 58 All bar staff will be trained in the basic law relating to the sale/supply of alcohol and a record of who has received this training will be kept at the premises.
- 59 **The Prevention of Crime and Disorder**
- 60 On Friday and Saturday nights suitably qualified/regulated door staff will be employed to monitor clientele entering and leaving the premises.
- 61 The Designated Premises Supervisor and/or suitable representatives shall undertake to be members of 'Norwich Licensing Forum' and 'Norwich Pubwatch' and undertake to attend at least 3 meetings of each per year.
- 62 Signage will be placed at the exit doors of the premises to encourage the quiet dispersal of customers when they leave the premises.
- 63 The opening hours of the premises will be included in publicity material and on signage at the front of the premises.
- 64 **Public Safety**
- 65 A narrow, lockable, fire proof bin store will be installed in the alleyway leading to the wheelchair access door.

APPENDIX E

Fuller, Maxine

From:
Sent: 02 August 2010 10:55
To: Licensing
Subject: Orgasmic/Revolution 6 Queen Street Application

Dear Sirs,

I wish to object to the extension of hours applied for by the premises at 6 Queen Street, formerly known as Orgasmic, because it will cause further public nuisance, crime and disorder in the surrounding area. I could not find the details of the application on the Council's website, but from what I can read on the blue notices placed high on the windows of the premises, the new business wants to have the premises open until 3.30am every night.

These premises are not in the AEC1 zone, but are absolutely adjacent to peoples' homes in St. Michael at Plea. They are also very close to our home and to many others in the Elm Hill, Princes Street, Mandells Court largely residential area. This is an historically important area which depends on a balance of uses to support its special ambience: professional offices, cultural institutions, church and charities, along with its backdrop of homes. The hundreds of residents are significant partners in the City's efforts to maintain this area. Over the last three or four years since late licenses were granted, residents have had to suffer a significant growth in anti-social behaviour and noise nuisance which continues throughout the night. The late night zone is encroaching upon this sensitive area despite the Council's aims (AEC1) to keep it away from residential areas.

My family have already had to complain twice this year to Environmental Health about excessive noise in the early hours of the morning from 1 Queen Street. Allowing an extension of hours to what I understand is to be a music venue as well as drinking establishment, makes it even more like a nightclub. Even if noise can be contained within the premises by insisting on such conditions as effective soundproofing and keeping the doors and windows securely closed during opening hours, its customers will be put out onto the streets around us at three or 3.30am. After shouting over the noise of music inside, drinkers find it almost impossible to be quiet outside premises, as we have been forced to experience from other licensed premises close by. The noise they make as they trek home or to their cars reverberates around our streets in the early hours.

If this extension of hours is granted, it will be pushing noise nuisance and anti-social behaviour further into our once quiet neighbourhood and encouraging crime and disorder. I therefore appeal to the Committee not to grant this application.

Yours faithfully,
Carol Hardman
3 Princes Street
Norwich

RECEIVED
4 AUG 2010
LICENSING OFFICE

Norwich City Council Licensing Authority
Licensing Act 2003

Organisational Development
04 AUG 2010
Post Room

Statement of support or objection to
an application for a premises licence

Your name/organisation name/name of body you represent (see note 1)	TOBIAS WATFA
Postal address	16 ST. MICHAEL AT PLEAS, NORWICH NR3 1EP
Email address	
Contact telephone number	

Name of the premises you wish to support or object to	Revolution
Address of the premises you wish to support or object to .	6 QUEEN STREET, NORWICH NR2 4SQ

Your support or objection must relate to one of the four Licensing Objectives (see note 2)

Licensing Objective	Please set out your support or objections below. Please use separate sheets if necessary
To prevent crime and disorder	<p>The increased hours will lead to more anti social behaviour in the area. Already the surrounding area is vandalised by intoxicated people especially the churchyard to the west.</p> <p>Intoxicated people cause for enough fights on queen street already. It is impossible to go for a walk in the evening without avoiding disturbance. The new hours will make this worse.</p> <p>My bedroom shares a wall with the club. After talking to the builders 'not enough' sound proofing has been installed. Also many people go and vomit or urinate in the housing area at St. Michael at Pleas.</p>
Public safety	
To prevent public nuisance	
To protect children from harm	

Please suggest any conditions which would alleviate your concerns.	Security cameras should be installed in the churchyard and housing area in Michael at Pleas. The Housing area should be locked off. Windows + walls sound proofed. Sound Limiter. Existing licence to remain.
--	---

Signed: _____ Date: 02/08/10

Please see notes on reverse

Original
09 AUG 2010

Norwich City Council Licensing Authority
Licensing Act 2003

RECEIVED
- 3 AUG 2010
LICENSING OFFICE

Statement of support or objection to
an application for a premises licence

Your name/organisation name/name of body you represent (see note 1)	NORWICH CHRISTIAN RESOURCE CENTRE
Postal address	ST MICHAEL-AT-PLA CHURCH REDWELL STREET NORWICH NR2 4SN
Email address	
Contact telephone number	

Name of the premises you wish to support or object to	REVOLUTION, 6 QUEEN'S STREET, NORWICH
Address of the premises you wish to support or object to.	NR2 4SQ

Your support or objection must relate to one of the four Licensing Objectives (see note 2)

Licensing Objective	Please set out your support or objections below. Please use separate sheets if necessary
To prevent crime and disorder OBJECTION	I FEEL THAT THE EXTENSION OF OPENING HOURS WILL LEAD TO MORE DAMAGE & ATTEMPTED BREAK INS THAT OUR CENTRE ALREADY SUFFERS. NO
Public safety OBJECTION	THIS NARROW STREET ALREADY BECOMES CROWDED AFTER 0600 PEOPLE WHO ATTEND OUR EVENING EVENTS UNTIL 10:00 MAY WELL FEEL MORE VULNER WHEN LEAVING OUR CENTRE. PM. PM ABLE
To prevent public nuisance OBJECTION	WE ALREADY REGULARLY HAVE HUMAN EXCREMENT, VOMIT & NEEDLES LEFT IN THE CHURCHYARD OVERNIGHT. LATER HOURS MAY WELL INCREASE FREQUENCY OF THIS
To protect children from harm OBJECTION	WE REGULARLY HAVE CHILDREN VISITING OUR CENTRE & CHURCHYARD. ANY INCREASE IN HUMAN WASTE, VOMIT & NEEDLES WOULD BE VERY HAZARDOUS

OCTV!
PM.
PM ABLE

Please suggest any conditions which would alleviate your concerns.	PLEASE DO NOT ALLOW INCREASED HOURS. I HAVE BEEN OK WITH ALL THE DRINKING & EATING ESTABLISHMENTS IN QUEEN ST SO FAR (FROM 2004), BUT THIS IS RATHER EXCESSIVE
--	--

Signed:

Date: 27th JULY 2010

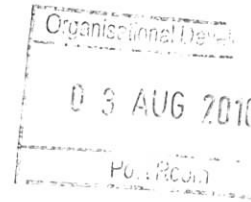
Please see notes on reverse

STEVEN FOYSTER
- MANAGER
- NORWICH CHRISTIAN RESOURCE CENTRE

32
TOD

Norwich City Council Licensing Authority
Licensing Act 2003

Statement of support or objection to
an application for a premises licence



Your name/organisation name/name of body you represent (see note 1)	MRS A. S. CRANE
Postal address	7 ST MICHAEL-AT-PLEAS NORWICH NR3 1EP
Email address	
Contact telephone number	

Name of the premises you wish to support or object to	Revolution 6 Queen St. NORWICH
Address of the premises you wish to support or object to.	6 Queen Street, NORWICH, NR2 1SA

Your support or objection must relate to one of the four Licensing Objectives (see note 2)

Licensing Objective	Please set out your support or objections below. Please use separate sheets if necessary
To prevent crime and disorder	
Public safety	
To prevent public nuisance	have night noise & disturbance to families living in private residences at St. Michael-at-Pleas, the area adjoining the premises.
To protect children from harm	



Please suggest any conditions which would alleviate your concerns.	No music or similar activities after 23.00 No alcohol sold after 23.00
--	---

Signed:

Date: 26.07.2010

Please see notes on reverse

Organisational Development
 30 JUL 2010
 Post Room

Norwich City Council Licensing Authority
 Licensing Act 2003

RECEIVED
 30 JUL 2010
 10:20

Statement of support or objection to
 an application for a premises licence

Your name/organisation name/name of body you represent (see note 1)	COLIN CHAFFE
Postal address	1 ST MICHAEL AT PLEAS, NORWICH NR 3 1EP.
Email address	
Contact telephone number	

Name of the premises you wish to support or object to	REVOLUTION
Address of the premises you wish to support or object to.	6 QUEEN STREET, NORWICH NR 2 4SQ

OBJECTION
 Your support or objection must relate to one of the four Licensing Objectives (see note 2)

Licensing Objective	Please set out your support or objections below. Please use separate sheets if necessary
To prevent crime and disorder COMMENT	EASIER FOR CONTROL IF THESE LATE NIGHT ACTIVITIES ARE IF POSSIBLE LOCATED IN ONE STREET PRINCE OF WALES ROAD SEEMS TO BE THE HUB
Public safety	SEE ABOVE.
To prevent public nuisance OBJECTION	I AM WOKEN UP AT LEAST TWICE A WEEK BY LOUD MUSIC AFTER 10.0. OBVIOUSLY THE SOUND IS NOT BEING CONTAINED INSIDE PREMISES. THE NOISE COMES FROM QUEEN STREET AREA.
To protect children from harm COMMENT	N/A. CHILDREN SHOULD BE INDOORS AND IN BED!!

Please suggest any conditions which would alleviate your concerns.	NONE - BUT AS COMPROMISE WOULD SUGGEST MIDNIGHT SUN - THURSDAY, 0200 (2AM) FRI - SAT.
--	---

Signed:

Date: 28 JUL 2010.

Please see notes reverse

Organisational Development
 29 JUL 2010
 Post Room

Norwich City Council Licensing Authority
 Licensing Act 2003

RECEIVED
 29 JUL 2010
 LICENSING OFFICE

Statement of support or objection to
 an application for a premises licence

Your name/organisation name/name of body you represent (see note 1)	CYRIL SWEETT
Postal address	FIRST FLOOR SEEBOHM HOUSE, 2-4 QUEEN STREET, NORWICH, NORFOLK, NR2 4SQ
Email address	
Contact telephone number	

Name of the premises you wish to support or object to	REVOLUTION
Address of the premises you wish to support or object to.	6 QUEEN STREET, NORWICH, NR2 4SQ

Your support or objection must relate to one of the four Licensing Objectives (see note 2)

Licensing Objective	Please set out your support or objections below. Please use separate sheets if necessary
To prevent crime and disorder	
Public safety	
To prevent public nuisance	We are a professional services office in the building adjoining the applicant we are very concerned about noise and disruption on a daily basis from the music/entertainment proposed.
To protect children from harm	

Please suggest any conditions which would alleviate your concerns.	Restrict noise during working days i.e 8am - 8pm. Similarly noise from outdoor seating areas should be restricted.
--	--

Signed:

Date: 19th July 2010

Please see notes on reverse

Fuller, Maxine

From: Jan James-Watfa
Sent: 26 July 2010 22:58
To: Licensing
Subject: REVOLUTION - 6 Queen Street, Norwich NR2 4SQ
Attachments: SM@P Revolution 007.JPG

Dear Sirs

I am writing to you as I am very concerned about the change of licensing applied for by Revolution at 6 Queen Street (formerly Orgasmic)..

I live with my family in St. Michael at Pleas and our home actually **joins** the rear of this building (see attached photograph). Up until now we have been fortunate enough to enjoy the pleasure of city living, albeit with the expected anti-social behaviour one learns to live with being in the city, however knowing how Revolution run their business on a "pack 'em in, sell it cheap with loud music blasting all day and night - 7 days a week basis" I feel our quiet lives are going to become torturous. With a licence to play music and serving alcohol until 3.30am every day within feet of our bedrooms in a building that was built for offices not sound-proofed but housing a state of the art sound system (according to the workmen fitting it!) I dread to think of our sanity.

Furthermore, the sewers from the building discharge into St. Michael at Pleas sewers before entering the Princes Street system. We have been told by Anglian Water that St. Michael at Pleas are responsible for any problems. We have experienced problems in the past with Orgasmic and Revolution are looking at increasing the capacity thus increasing the demands on an already overloaded sewer.

Another concern is one of the fire escapes for the building leads directly into our development although it is private property without a public right-of-way. If the building needs to be evacuated, which it will, they will be on our doorsteps.

It seems most unfair. St. Michael at Pleas consists of 26 residences, quite a few of my neighbours are elderly and have lived here many years but feel very vulnerable. Surely we are entitled to a reasonable quality of life without being hemmed in on all sides by nightclubs and drinking establishments open all hours. Our homes were built in the 1970's, long before the arrival of the clubs. We are getting battle weary.

Please give us some thought when you consider this application. In 5 years this building has gone from an office to coffee shop, to selling alcohol on one floor to two, to a full-blown nightclub without, it seems, any consideration to those that might live near-by. We fought at the time to have the conditions applied to the original licence only to have them abolished within a short while even though we all still live here?

Your comments would be appreciated.

Yours faithfully

Ms Jan Watfa
16/18/20 St. Michael at Pleas
Norwich NR3 1EP
tel: 01603 767335



6 Queen St
Revolution

St Michael at
Pleas
Houses

Who would want to live this close to a licensed premises open from 7.00 - 03.30 and playing music until 03.00am every day?

Organisational Development
26 JUL 2010
Post Room

10, St. Michael at Pleas,
Norwich, NR3 1EP

RECEIVED

26 JUL 2010

LICENSING

Please reply to

9, Church Road, Ashmanhaugh, NR12 8YL

22-7-2010

Mr. Ian Streeter,
Licensing Manager,
Norwich City Council,
NR2 1NH

Your Ref. 10/01303/PREM

Dear Mr. Streeter,

Re: Revolution
6, Queen Street, Norwich, NR2 4SQ
Licensing Act 2003: Premises Licence – Variation

Thank you for notifying me about the proposed variations in the licensing of Revolution. I am very concerned about the issues I have raised on the enclosed form because of problems the residents of St. Michael at Pleas have had with Orgasmics on that site in the past and because of the number of older and vulnerable residents who live at St. Michael at Pleas.

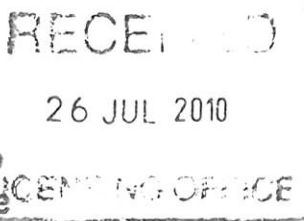
However, I have been able to speak to Godfrey Russell, Revolution's development manager, who has assured me that he will investigate the problem with the sewers, he will screw down all the windows on the ground floor and the first floor and that there is no request for additional people to be allowed into the building. He has also assured me that the sophisticated sound system can be adjusted instantly by request and that there is a sound limiter built into the system. He insists there is good air conditioning which should discourage drinkers from spilling out onto the street.

If all this is true I will withdraw all my objections except the use of the building as an off license and the removal of the restriction on the happy hour and the sale of discounted drinks. The latter and the extended opening hours are against both Government policy and Norwich City's campaign to reduce binge drinking.

Yours sincerely,

Mrs. Hazel Flavell

Norwich City Council Licensing Authority
Licensing Act 2003



Statement of support or objection to
an application for a premises licence

Your name/organisation name/name of body you represent (see note 1)	MRS HAZEL FLAVELL
Postal address	10, ST. MICHAEL AT PLEAS NORWICH NR3 1EP
Email address	
Contact telephone number	

Name of the premises you wish to support or object to	6, Queen Street "Revolution"
Address of the premises you wish to support or object to.	6, Queen St. Norwich NR2 4SQ

Your support or objection must relate to one of the four Licensing Objectives (see note 2)

Licensing Objective	Please set out your support or objections below. Please use separate sheets if necessary
To prevent crime and disorder objections	Extending opening hrs to 3am daily + removing restrictions on number of people
Public safety	Removing restrictions on hrs might endanger public safety & increase noise pollution + because of poor fittings with severe overflows
To prevent public nuisance	Removing restriction on public hrs Noise pollution Removing restriction on happy hrs & discounted alcohol likely to encourage binge drinking
To protect children from harm	

Please suggest any conditions which would alleviate your concerns.	<ol style="list-style-type: none"> 1) Screening shut all external windows 2) withdrawing sale by retail & alcohol off the premises 3) keep annex 2 condition 4 & Annex 2 condition 7
--	---

Signed:

Date: 23.7.10

Please see notes on reverse

Organisational Development
 29 JUL 2010
 Post Room

Norwich City Council Licensing Authority
 Licensing Act 2003

RECEIVED

29 JUL 2010

Statement of support or objection to
 an application for a premises licence

LICENSING OFFICE

Your name/organisation name/name of body you represent (see note 1)	Jean Hawksley
Postal address	19 ST. MICHAEL-AT-PLEAS NORWICH NR3 1EP
Email address	
Contact telephone number	

Name of the premises you wish to support or object to	Revolution,
Address of the premises you wish to support or object to.	6 Queen Street, NORWICH NR2 4SQ

Your support or objection must relate to one of the four Licensing Objectives (see note 2)

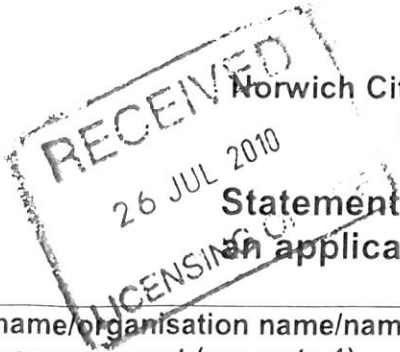
Licensing Objective	Please set out your support or objections below. Please use separate sheets if necessary
To prevent crime and disorder ✓	<p>I object very strongly to a licence being granted -</p> <p>It would create a lot of noise during the evening & night & would make life very unpleasant for those living nearby.</p> <p>There are already many restaurants in Queen Street & Tombland & another is certainly not needed.</p>
Public safety	
To prevent public nuisance ✓	
To protect children from harm ✓	

Please suggest any conditions which would alleviate your concerns.	
None	

Signed:

Date: 27th July 2010

Please see notes on reverse



Norwich City Council Licensing Authority
Licensing Act 2003

Statement of support or objection to
an application for a premises licence

Your name/organisation name/name of body you represent (see note 1)	Jean Hawkesley (Mrs)
Postal address	19 ST. MICHAEL-AT-PLEAS NORWICH NR3 1EP
Email address	
Contact telephone number	

Name of the premises you wish to support or object to	
Address of the premises you wish to support or object to.	6 Queen Street, Norwich NR2 4SQ

Your support or objection must relate to one of the four Licensing Objectives (see note 2)

Licensing Objective	Please set out your support or objections below. Please use separate sheets if necessary
To prevent crime and disorder	I object most strongly to a licence being granted
Public safety	To be 6 Queen Street - this area is close to the Cathedral & not suitable
To prevent public nuisance	To be open to possible crime & disorder & general public nuisance -
To protect children from harm	

Organisational Team
26 JUL 2010
Post Room

Please suggest any conditions which would alleviate your concerns. None
--

Signed:

Date: 22nd July 2010

Please see notes on reverse

CENTRAL NORWICH CITIZENS' FORUM

28th July 2010

Mr Ian Streeter
Licensing Manager
Public Protection (Licensing)
Norwich City Council
via e-mail

Dear Mr Streeter

**Re: PREMISES LICENCE NO 10/01179/PREM: REVOLUTION
INVENTIVE LEISURE SERVICES LIMITED: 6 QUEEN STREET, NORWICH**

I write in regard to the above application for a variation of conditions to the existing premises licence which has been considered by us with some real concern. On the face of it the variations sought appear minor but they are not when considered in context. We have also sought the views and listened to the concerns of several of our members who live in the development immediately behind the premises (known as St Michael at Pleas) which provides residences for 26 families many of whom have lived there for some time and some of whom are elderly.

The Licensing Authority should appreciate that the premises under consideration were constructed originally as offices and were never intended to be a licensed entertainment venue. Nonetheless a planning permission has been granted to it as well as a premises licence but the predecessor to the present applicants operated it as a café/bar and the neighbouring residents were prepared to put up with its change of use which caused some but not excessive nuisance to them.

//....

(It is not a licensing issue but it is worth drawing attention to the fact that, because of the increase in use as a licensed venue, there have been problems caused by the discharge of sewage far in excess of what the architects of the original building envisaged. Increased use by clientele of the proposed new venue is likely to exacerbate that problem)

As to the other structural matters that ought to be seriously considered and which may impinge on the licensing objectives to be considered by the applicants, the Licensing Authority needs to be aware, considering that the licensing activities authorised occur on two floors, that one of the fire escapes exits on to private land to the rear of the premises and into the adjoining housing development at St Michael at Pleas.

Also, and similarly related to the four licensing objectives is the fact that, as far as we can be aware, there is no adequate sound insulation provided which was not of great importance in the operation of a café/bar but becomes of considerable concern when the 'Revolution' brand operation envisioned here is advertised to be a party venue well described on the company's website and it has been noted that delivery and installation of a new sound system has occurred which, it is claimed, is state-of-the-art and capable of delivering very high volume sound indeed for which the structure of the building is inadequately insulated and provides almost no protection for those living nearby. We would also draw the Authority's attention to the fact that No 16 St Michael at Pleas actually abuts on to and is physically joined to the licensed premises which are the subject of this application with no attempt made to insulate the one from the other as why should it when it was offices?

We have noted that the applicants seek a variation to the conditions of the existing premises licence to allow for the playing of live and recorded music and the performance of dance from 10am every day of the week until 3am the next morning - 17 hours in 24 of every day - and an extra hour when British Summer Time commences. According to the European Convention on Human Rights residents are entitled to *the enjoyment of their homes* which has been interpreted by the courts to mean that everybody has a right to sleep peacefully from about midnight to about 7 each morning. We, and the neighbouring residents, are entitled to suppose that to be very unlikely in the circumstances in which they would find themselves were this application to succeed without modification.

//....

We therefore strongly recommend that, in order that the applicants may claim to be adhering to the four licensing objectives with which they must comply, there must be 1) adequate sound insulation applied to the premises: 2) there must be a sound limiter installed and strict levels of volume prescribed: 3) a strict limit on numbers using the premises must be applied not only to comply with fire regulations but also what the sewers can accommodate.

Yours sincerely

Julian F Foster

CHAIRMAN

APPENDIX F

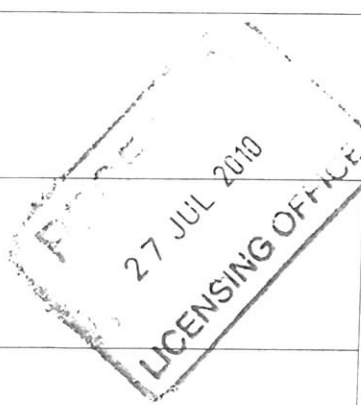
Norwich City Council Licensing Authority Licensing Act 2003

Statement of support or objection to an application for a premises licence

Your name/organisation name/name of body you represent (see note 1)	FOOLPROOF LTD,
Postal address	SEEBORN HOUSE, QUEEN STREET NORWICH
Email address	
Contact telephone number	

Name of the premises you wish to support or object to	REVOLUTION
Address of the premises you wish to support or object to.	6 QUEEN STREET, NORWICH

Your support or objection must relate to one of the four Licensing Objectives (see note 2)

Licensing Objective	Please set out your support or objections below. Please use separate sheets if necessary
To prevent crime and disorder	<p>WE'RE HAPPY TO SUPPORT THE APPLICATION</p> 
Public safety	
To prevent public nuisance	
To protect children from harm	

Please suggest any conditions which would alleviate your concerns.	
--	--

Signed:

Date: 27/7/10

Please see notes on reverse

APPENDIX G

Local Policy considerations

1.0 Introduction

1.4 The 2003 Act requires the Council to carry out its various licensing functions so as to promote the four licensing objectives. These are:

- The Prevention of Crime and Disorder
- Public Safety
- The Prevention of Public Nuisance
- The Protection of Children from Harm

1.5 The 2003 Act also requires that the Council publishes a 'Statement of Licensing Policy' that sets out the policies the Council will generally apply to promote the Licensing Objectives when making decisions on applications made under the Act.

(a) 2.0 Consultation and Links to other Policies and Strategies

2.7 So far as possible, the Council will avoid duplication with other regulatory regimes, and will not to use its powers under the Licensing Act 2003 to achieve outcomes that can be achieved by other legislation and other enforcement agencies.

3.0 Applications for Licences

3.2 Applicants must address the four licensing objectives in their operational plan. The operating plan must have regard to the nature of the area where the premises are situated, the type of premises, the licensable activities to be provided, operational procedures and the needs of the local community. The operating schedule must demonstrate how the premises will be "good neighbours" both to residents and to other venues and businesses.

3.3 Applicants must provide evidence that suitable and sufficient measures, as detailed in their operating schedule, will be implemented and maintained, relevant to the individual style, location and characteristics of their premises and activities. They must also also indicate if additional measures will be taken on an occasional or specific basis, such as when a special event or promotion is planned, which is, for example, likely to attract larger audiences.

3.5 The Council will not accept any application that is incomplete or fails to satisfy the requirements of the Act or the regulations. Incomplete applications will be returned with an explanation of why it is incomplete.

4.0 Representations

- 4.1 “Responsible Authorities” will be asked to consider all applications and to make representations to the Council, if they relate to the promotion of the four licensing objectives and particularly in respect of applications which, might be regarded as contentious. Representations must be evidentially based and the organisation should attend any hearing when the application is being considered.
- 4.2 The Council will consider all representations from any “Interested Party” (see Appendix 7), or their representative, which should preferably be evidentially based and supported by attendance at any hearing at which the application is being considered.
- 4.3 A representation, will only be accepted by the Council if it is ‘relevant’, in that it must relate to the likely effect of granting the licence on the promotion of at least one of the four licensing objectives. Representations, which are regarded as being frivolous or vexatious, will not be considered, and in the case of a review of a licence, any representation which is regarded as repetitious, will also not be considered. A decision as to whether a representation is frivolous, vexatious or repetitive will be made by an officer of the Council.
- 5.0 Conditions attaching to Licences
- 5.1 Where relevant representations are made, the Council will make objective judgments as to whether conditions may need to be attached to the premises licence to secure achievement of the licensing objectives. Any conditions arising as a result of representations will primarily focus on the direct impact of the activities taking place at licensed premises, on those attending the premises, and members of the public living, working or engaged in normal activity in the area concerned, and will cover matters that are within the control of individual licensees.
- 5.2 All applications will be considered on an individual basis and any condition attached to such a licence, will be tailored to each individual premises, in order to avoid the imposition of disproportionate or burdensome conditions on those premises. Therefore, mandatory conditions, will only be imposed where they are necessary for the promotion of the licensing objectives.
- 8.0 The Impact of Licensed Premises
- 8.1 When considering whether any licensed activity should be permitted, and a relevant representation has been received, the likelihood of it causing unacceptable adverse impact will be assessed by taking into account relevant matters including:
- the type of use, the number of customers likely to attend the premises and the type of customers at the time of the application;
 - the proposed hours of operation;

- the level of public transport accessibility for customers either arriving or leaving the premises and the likely means of public or private transport that will be used by the customers;
- the means of access to the premises including the location of customer entrances and exits;
- the level of likely car parking demand on principal roads and surrounding residential streets and its effect on local residents, in comparison with the existing situation, and the effect on residential parking and emergency access;
- the frequency of the licensable activity.

With any adverse impact it may be possible to take steps to mitigate or prevent the impact and if such measures are reliable an activity may be licensed.

13.0 Management of Licensed Premises

13.1 A Premises Supervisor must be specified in the Operating Schedule for a premises, in which alcohol will be sold ('Designated Premises Supervisor' DPS). The DPS will have responsibility for running the premises on a daily basis. They should normally be present on the licensed premises on a regular basis. In addition to the DPS holding a personal licence, they should either undergo additional training, or to be able to demonstrate they have the experience commensurate with the size, capacity, nature and style of the premises and licensable activities to be provided.

13.2 There must be proper management arrangements in place in all licensed premises, whether or not alcohol is sold or not, which will ensure there is an appropriate number of responsible, trained/instructed persons at the premises to provide the proper management of the premises, the activities taking place and compliance with all statutory responsibilities and the terms and conditions of the premises licence.

LICENSING OBJECTIVES

21.0 Objective - Prevention of Crime and Disorder

21.1 Section 17 of the Crime and Disorder Act 1998 introduced a wide range of measures for preventing crime and disorder and imposed a duty on the City Council, and others, to consider crime and disorder reduction in the exercise of all their duties. The Licensing Act 2003 reinforces this duty for local authorities.

21.2 The promotion of the licensing objective, to prevent crime and disorder, places a responsibility on licence holders to become key partners in achieving this objective. **Applicants will be expected to demonstrate in their operating schedule that suitable and sufficient measures have been identified and will be implemented and maintained to reduce or prevent crime and disorder on and in the vicinity of their premises, relevant to**

the individual style and characteristics of their premises and the licensable activities at those premises.

21.3 When addressing the issue of crime and disorder, the applicant should demonstrate that all those factors that impact on crime and disorder have been considered. These include:

- Underage drinking
- Drunkenness on premises
- Public drunkenness
- Keeping Illegal activity like drug taking and dealing, offensive weapons and sales of contraband or stolen goods away from the premises.
- Preventing disorderly and potentially violent behaviour on and outside the premises.
- Reducing Anti-social behaviour and Disorder inside and outside the premises
- Litter
- Unauthorised advertising
- Protecting people and property from theft, vandalism and assault
- Guard against glasses and bottles being used as weapons or causing accidents.

21.4 The following examples of control measures are given to assist applicants who may need to take account of them in their operating schedule, having regard to their particular type of premises and/or licensable activities:

- Effective and responsible management of premises
- Training and supervision of staff
- Employ sufficient numbers of staff to keep numbers down of people awaiting service
- Provide sufficient seating for customers
- Patrols of staff around the premises
- Ensure sufficient lighting and visibility, removing obstructions if necessary, to discourage illegal activity.
- Introduce an entry policy – making people aware of it – and apply it consistently and fairly
- Implement a search policy to prevent drugs, offensive weapons etc being brought onto the premises
- Implement effective management of entrance queues – incorporating barriers if necessary
- Adoption of best practice guidance e.g. Safer Clubbing, the National Alcohol Harm Reduction Strategy Toolkit, Minor Sales Major Consequences, Clubbing against Racism and other voluntary codes of practice, including those relating to drinks promotions e.g. The Point of Sale Promotions published by the British Beer and Pub Association (BBPA), Security in Design published by BBPA and Drugs and Pubs, published by BBPA
- Acceptance of accredited 'proof of age' cards e.g. Portman proof of age cards, Citizencard, Connexions Card and/or 'new type' driving licences with photographs, or passports
- Provision of effective CCTV in and around premises

Employment of Security Industry Authority licensed door staff to manage the door and minimize disorder

Ensure glasses are collected on an on going basis, make regular inspections for broken glass and clear up.

Provision of toughened or plastic drinking vessels and bottles

Provision of 'bottle bins' inside the premises and near exits.

Provision of secure, deposit boxes for confiscated items i.e. Operation Enterprise Drug and Weapon Amnesty Safe's

Information displayed for staff and customers on Drug Awareness including the 'spiking' of drinks with drugs.

Provision of litterbins and other security measures, such as lighting, outside premises

Membership of local 'Pubwatch' schemes or similar accreditation schemes or organizations ie Operation Enterprise.

Responsible advertising

Distribution of promotional leaflets, posters etc.

Drug Seizure Kits (available from Norfolk Police Operation Enterprise)

Member of the 'NiteLink' radio scheme

Working in partnership with the SOS Bus scheme

Ban known offenders and share information with other licensed premises in the area

Implement a dispersal policy

Introduce a 'closed door' policy, with attendance prohibited for new customers 2-3 hours before licensable activities finish

25.0 Objective - Prevention of Public Nuisance

- 25.3 Applicants should be aware that stricter conditions, including controls on licensing hours for all or some licensable activities will be applied, where licensed premises are in residential areas or where their activities may impact on residents or other business premises, and where relevant representations have been received. Conversely, premises for which it can be demonstrated have effective measures to prevent public nuisance, may be suitable for longer opening hours.
- 25.7 When addressing the issue of prevention of public nuisance, the applicant must demonstrate that those factors that impact on the likelihood of public nuisance have been considered. These may include:
- the location of premises and proximity to residential and other noise sensitive premises, such as hospitals, hospices, care homes and places of worship
 - the hours of opening, particularly between 23.00 and 07.00
 - the nature of activities to be provided, including whether those activities are of a temporary or permanent nature and whether they are to be held inside or outside premises
 - the design and layout of premises and in particular the presence of noise limiting features
 - the occupancy capacity of the premises
 - the availability of public transport
 - 'wind down period' between the end of the licensable activities and

- closure of the premises
- last admission time
- Preventing litter and refuse becoming an eyesore
- Consideration of local residents that they are not upset by loud or persistent noise or by excessive light.
- Preventing cars attending an event or premises from causing a noise nuisance and congestion, and from taking up local people's parking spaces.
- Avoid early morning or late night refuse collections
- Avoiding emptying bins into skips, especially if they contain glass, either late at night or early in the morning

25.8 The following examples of control measures are given to assist applicants who may need to take account of them in their operating schedule, having regard to their particular type of premises and/or activities:

- Effective and responsible management of premises
- Appropriate instruction, training and supervision of those employed or engaged to prevent incidents of public nuisance, e.g. to ensure customers leave quietly
- Fit prominent signs requesting that customers respect local residents and leave quietly
- Control of operating hours for all or parts (e.g. garden areas) of premises, including such matters as deliveries i.e not too early in the morning
- Adoption of best practice guidance (e.g. Good Practice Guide on the Control of Noise from Pubs and Clubs, produced by Institute of Acoustics, Licensed Property: Noise, published by BBPA)
- Installation of soundproofing, air conditioning, acoustic lobbies and sound limitation devices
- Management of people, including staff, and traffic (and resulting queues) arriving and leaving premises
- Liaison with public transport providers
- Siting of external lighting, including security lighting
- Management arrangements for collection and disposal of waste, empty bottles etc.
- Effective ventilation systems to prevent the emission of unwanted odours
- Take away packaging to include the name and address of the premises on it.
- Capacity levels for Fast Food Outlets
- Introduce a chill out area with coffee and mellow music where customers can settle before leaving
- Introduce a 'closed door' policy, with attendance prohibited for new customers 2-3 hours before licensable activities finish.

The policy options which will be applied to applications for premises licences where the sale or supply of alcohol for consumption on the premises is proposed, are as follows:

- a) **The Council will consider restricting the hours if it believes, on the basis of representations made, that not doing so would lead to or exacerbate problems of crime, disorder or public nuisance.**
- b) Where no relevant representations are received from either a responsible body or an interested party, the application will be granted in accordance with the terms of the operating schedule.
- c) Where relevant representations are received from either a responsible body or an interested party, and those representations relate to the hours of trading then subject to (a) above, the Council will consider restricting the hours in relation to any of the licensable activities for which a licence is being sought, provided it is considered necessary to do so in order to promote one or more of the licensing objectives which may not be achieved without such restrictions. The Council may impose different restrictions on hours for different licensable activities and for different days of the week.

APPENDIX H

National Guidance (issued under section 182 of the Licensing Act 2003)

Standardised Conditions

- 13.20 "...statements of policy should make it clear that a key concept underscoring the 2003 Act is for conditions to be tailored to the specific premises concerned. This effectively rules out standardised conditions...However, it is acceptable for licensing authorities to draw attention in their statements of policy to pools of conditions which applicants and others may draw on as appropriate."

The Scope of the Licensing Act 2003

- 13.16 "...licensing is about regulating licensable activities on licensed premises...and the conditions attached to various authorisations will be focused on matters which are within the control of individual licensees and others with relevant authorisations, i.e. the premises and its vicinity."
- 13.17 "...whether or not incidents can be regarded as being "in the vicinity" of licensed premises is a question of fact and will depend on the particular circumstances of the case."

Licensing Law and the Control of Anti-Social Behaviour

- 13.18 "...licensing law is not the primary mechanism for the general control of nuisance and anti-social behaviour by individuals once they are away from the licensed premises."

Licensing Hours

Extended Opening Hours

- 13.40 "...flexible licensing hours for the sale of alcohol can help to ensure that the concentrations of customers leaving premises simultaneously are avoided. This can help to reduce the friction at late night fast food outlets, taxi ranks and other sources of transport which lead to disorder and disturbance."
- 13.41 "...the Government wants to ensure that licensing hours should not inhibit the development of thriving and safe evening and night-time economies."

Consideration for Residents

- 13.41 "...providing consumers with greater choice and flexibility is an important consideration, but should always be balanced carefully against the duty to promote the four licensing objectives and the rights of residents to peace and quiet."

- 9.4 "...it is for the licensing authority to decide in the first instance whether or not representations are relevant. This may involve determining whether they have been made by an interested party and whether or not, for example, an individual making a representation resides or is involved in business "in the vicinity" of the premises concerned."
- 9.5 "...licensing authorities should consider whether the individual's residence or business is likely to be directly affected by disorder and disturbance occurring or potentially occurring on those premises or immediately outside the premises."