

Leicester
City Council

LICENSING (HEARINGS) SUB-COMMITTEE

DATE: MONDAY, 22 APRIL 2024

TIME: 10:00 am

PLACE: Meeting Room G.01, Ground Floor, City Hall, 115 Charles Street, Leicester, LE1 1FZ

Members of the Sub-Committee

Councillors Pantling, Pickering, and Whittle.

Members of the Sub-Committee are summoned to attend the above meeting to consider the items of business listed overleaf.

for Monitoring Officer

Officer contact: Katie Jordan
Governance Services, Leicester City Council
City Hall, 115 Charles Street, Leicester, LE1 1FZ
Tel: 0116 454 2616
email: Katie.Jordan@leicester.gov.uk /

Information for Members of the Public

Attending meetings and access to information

You have the right to attend formal meetings such as Full Council, committee meetings, and Scrutiny Commissions and see copies of agendas and minutes.

However, on occasion, meetings may, for reasons set out in law, need to consider some items in private.

Dates of meetings and copies of public agendas and minutes are available on the Council's website at www.cabinet.leicester.gov.uk or by contacting us using the details below.

NOTE:

Separate guidance on attending the meeting is available for officers. Officers attending the meeting are asked to contact the Governance Services Officer in advance to confirm their arrangements for attendance.

Making meetings accessible to all

Wheelchair access – Public meeting rooms at the City Hall are accessible to wheelchair users. Wheelchair access to City Hall is from the middle entrance door on Charles Street - press the plate on the right hand side of the door to open the door automatically.

Braille/audio tape/translation - If you require this please contact the Governance Services Officer (production times will depend upon equipment/facility availability).

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If you intend to film or make an audio recording of a meeting you are asked to notify the relevant Governance Services Officer in advance of the meeting to ensure that participants can be notified in advance and consideration given to practicalities such as allocating appropriate space in the public gallery etc..

The aim of the Regulations and of the Council's policy is to encourage public interest and engagement so in recording or reporting on proceedings members of the public are asked:

- ✓ to respect the right of others to view and hear debates without interruption;
- ✓ to ensure that the sound on any device is fully muted and intrusive lighting avoided;
- ✓ where filming, to only focus on those people actively participating in the meeting;
- ✓ where filming, to (via the Chair of the meeting) ensure that those present are aware that they may be filmed and respect any requests to not be filmed.

Further information

If you have any queries about any of the above or the business to be discussed, please contact committees@leicester.gov.uk

For Press Enquiries - please phone the **Communications Unit on 0116 454 4151**

LEICESTER CITY COUNCIL LICENSING SUB-COMMITTEE PROCEDURAL GUIDE

INTRODUCTORY PHASE

The meeting will be held in public unless stated otherwise in the report.

Present at the hearing will be Members of the Licensing Sub-Committee (minimum 3 Members), Officers from the Licensing Authority, a Legal Adviser to the Sub-Committee, an Officer from Governance Services.

1. Participants at the meeting will introduce themselves as follows:
 - a. Members and Officers
 - b. Statutory Consultees (if any)
 - c. The Applicant and any representatives
 - d. Persons who have made representations
2. The Chair will check that the Applicant has received a copy of the Officer report.

INFORMATION GATHERING

(*Please Note – for the purposes of a hearing to determine an application in a Cumulative Impact Zone (CIZ), the Applicant will present their case first)

3. The Licensing Officer presents the report (previously circulated)

Questions (for clarification purposes only):
Members
Statutory Consultees (if any)
Persons who have made representations
Applicant and Representative(s)
4. Depending on the nature of the report, Statutory Consultees present their comments.

Questions (for clarification purposes only):
Members
Officers
Persons who have made representations
Applicant and Representative(s)
5. Persons who have made representations

Questions (for clarification purposes only):
Members
Officers
Statutory Consultees (is any)
Applicant and Representative(s)

6. *Applicant's Case

Questions (for clarification purposes only):

Members

Officers

Statutory Consultees

Persons who have made representations

7. Summing up in the following order

Officers

Statutory Consultees

Persons who have made representations

*Applicant and Representative(s)

8. The Legal Adviser to the Sub-Committee to advise the Sub-Committee in the presence of the Applicant, Representatives, Officers, Statutory Consultees, and persons who have made representations on relevant issues the Members need to be aware of when they come to make their decision.

DECISION MAKING

9. Apart from the Sub-Committee Members and the Governance Services Officer everyone will be asked to withdraw from the meeting The Legal Adviser to the Sub-Committee may be called back to the meeting to advise on the wording of the decision the Sub-Committee Members will have made during private deliberation.

10. The Applicant will be advised that the decision made by the Sub-Committee will be made public within 5 working days of the meeting.

PUBLIC SESSION

AGENDA

FIRE / EMERGENCY EVACUATION

If the emergency alarm sounds, you must evacuate the building immediately by the nearest available fire exit and proceed to the area outside the Ramada Encore Hotel on Charles Street as directed by Governance Services staff. Further instructions will then be given.

- 1. APPOINTMENT OF CHAIR**
- 2. APOLOGIES FOR ABSENCE**
- 3. DECLARATIONS OF INTEREST**

Members are asked to declare any interests they may have in the business to be discussed.

- 4. APPLICATION FOR A NEW PREMISES LICENCE - [Appendix A](#)
KING MARIO PIZZA, 1 LINTON STREET, LEICESTER,
LE5 5JB**

The Director of Neighbourhood and Environmental Services submits a report for a new premises licence for King Mario Pizza, 1 Linton Street, Leicester, LE5 5JB.

- 5. APPLICATION FOR A NEW PREMISES LICENCE - [Appendix B](#)
PREMIER STORES, 97-99 NARBOROUGH ROAD,
LEICESTER**

The Director of Neighbourhood and Environmental Services submits a report for a new premises licence for Premier Stores, 97-99 Narborough Road, Leicester.

- 6. ANY OTHER URGENT BUSINESS**

Application for a new premises licence

Licensing (Hearings) Sub-Committee

Decision to be taken by: Licensing (Hearings)
Sub-Committee

Decision to be taken on/Date of meeting: 22 April 2024

Lead director/officer: Deborah Bragg

Useful information

- Ward(s) affected: Stoneygate
- Report author: Amy Day
- Author contact details: 0116 454 3054
- Report version number: 1

1. Summary

- 1.1 This report outlines an application under the Licensing Act 2003 for a new premises licence for King Mario Pizza, 1 Linton Street, Leicester, LE5 5JB and summarises the representations received. It also highlights the licensing objectives and the relevant parts of both the statutory guidance and the Licensing Authority's Licensing Policy.

2. Determination to be made

- 2.1 Having considered the application and representation(s), Members must consider whether to
- Grant the licence without modification
 - Grant the licence subject to conditions
 - Reject the application

3. Application and promotion of the licensing objectives

- 3.1 An application was received on 05 March 2024 from Rising Sun Foods Limited for a new premises licence for King Mario Pizza, 1 Linton Street, Leicester. A copy of the application is attached at Appendix A.

- 3.2 The application is as follows:

Licensable activity	Proposed hours
Late night refreshment	Thursday & Sunday 23.00 – 02.00 Friday & Saturday 23.00 – 03.00
Opening hours	Monday to Wednesday 11.00 – 23.00 Thursday 11.00 – 02.00 Friday – 14.00 – 03.00 Saturday 11.00 – 03.00 Sunday 11.00 – 02.00

- 3.3 The steps the applicant proposes to take to promote the licensing objectives are set out in the operating schedule (see section M of Appendix A).
- 3.4 In arriving at its decision on the application, the Licensing Authority's primary consideration must be the promotion of the licensing objectives.

3.5 Location Plan



4. Representations

- 4.1 A representation was received on 25 March 2024 from the Police. The representation relates to the prevention of crime and disorder, the prevention of public nuisance, public safety and the protection of children from harm. The representee is concerned that this premises falls into an area of special interest and is in a hotspot for serious crime and disorder. A copy of the representation is attached at Appendix B1. They have requested that the application be refused.
- 4.2 A representation was received on 27 March 2024 from the Licensing Enforcement team. The representation relates to the prevention of crime and disorder, the prevention of public nuisance, public safety and the protection of children from harm. The representee is concerned that the late hours requested on the application will have an impact on the local community and the loose information provided on the operating schedule doesn't detail how the applicant will uphold the licensing objectives. They have been in contact with the applicant and have agreed conditions. A copy of the representation and agreement is attached at Appendix B2.

- 4.3 A representation was received on 27 March 2024 from the Noise team. The representation relates to the prevention of public nuisance. The representee is concerned that the later opening hours would increase footfall , including vehicles in the area which may cause more noise nuisances to local residents. They have been in contact with the applicant and have agreed conditions. A copy of the representation and agreement is attached at Appendix B3.

5. Conditions

- 5.1 The conditions that are consistent with the application and the representations are attached at Appendix C.

6. Statutory guidance and statement of licensing policy

- 6.1 Any decision made by the Licensing Authority must be in accordance with the licensing objectives. In addition, the government has issued guidance under section 182 of the Licensing Act 2003. The parts of the guidance that are particularly relevant in this case are as follows:

Section	Heading
1.2 – 1.5	Licensing objectives and aims
1.15 – 1.16	General Principles
1.17	Each application on its own merits
2.1 – 2.6	Crime & Disorder
2.7 – 2.14	Public Safety
2.15 – 2.21	Public nuisance
2.22 – 2.31	Protection of children from harm
3.12 – 3.20	Late night refreshment
8.41 – 8.49	Steps to promote the licensing objectives
9.11 – 9.12	Role of responsible authorities
9.13 – 9.19	Licensing Authorities acting as responsible authorities
9.31 – 9.41	Hearings
9.42 – 9.44	Determining actions that are appropriate for the promotion of the licensing objectives
10.1 – 10.3	Conditions - general
10.8 – 10.9	Imposed conditions
10.10	Proportionality
10.13 - 10.15	Hours of trading
10.25 – 10.66	Mandatory conditions in relation to the supply of alcohol
13.10 – 13.11	Giving reasons for decisions
14.51 – 14.52	Licensing Hours

- 6.2 The relevant parts of the Licensing Authority's Statement of Licensing Policy are as follows:

Section	Heading
4	Promotion of the licensing objectives
5	General Principles
6	Premises Licences and Club Premises Certificates
8	Areas of Specific Interest and Consultation

7. Points for clarification

- 7.1 The applicant and the party / parties making the representation have been asked to clarify certain points at the hearing, as follows:

By the applicant

1. Whether the applicant considers that the concerns outlined in the representations are valid, and if not why not.
2. In the light of the representations made, whether the applicant wishes to propose any additional steps for the promotion of the licensing objectives.

By the party making the representation

1. Whether they have any additional information to support the representation they have made.
2. Whether there are any additional steps that could be taken which would be equally effective in the promotion of the licensing objectives.

8. Financial, legal, equalities, climate emergency and other implications

8.1 Financial implications

None.

8.2 Legal implications

Legal advice specific to the application will be provided at the meeting by Legal Officers.

8.3 Equalities implications

None.

8.4 Climate Emergency implications

There are unlikely to be any significant climate emergency implications directly associated with this report and the licensing process. Aidan Davis, Sustainability Officer, Ext 28 3384.

8.5 Other implications (You will need to have considered other implications in preparing this report. Please indicate which ones apply?)

None.

9. Background information and other papers:

None

10. Summary of appendices:

Appendix A – Application

Appendix B – Representations

Appendix C – Conditions consistent with the application and representations

11. Is this a private report (If so, please indicate the reasons and state why it is not in the public interest to be dealt with publicly)?

No

12. Is this a “key decision”? If so, why?

No

Application for a premises licence to be granted under the Licensing Act 2003

Please read the following instructions first

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

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

I/We **RISING SUN FOODS LIMITED**

(Insert name(s) of applicant)

apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description 1 LINTON STREET			
Post town	LEICESTER	Postcode	LE5 5JB
Telephone number at premises (if any)		0116 2730037	
Non-domestic rateable value of premises		£ 9400	

Part 2 - Applicant details

Please state whether you are applying for a premises licence as **appropriate** **Please tick as**

a)	an individual or individuals *		please complete section (A)
b)	a person other than an individual *		
	i as a limited company/limited liability partnership	Y	please complete section (B)
	ii as a partnership (other than limited liability)		please complete section (B)
	iii as an unincorporated association or		please complete section (B)
	iv other (for example a statutory corporation)		please complete section (B)
c)	a recognised club		please complete section (B)
d)	a charity		please complete section (B)

e)	the proprietor of an educational establishment		please complete section (B)
f)	a health service body		please complete section (B)
g)	a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales		please complete section (B)
ga)	a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England		please complete section (B)
h)	the chief officer of police of a police force in England and Wales		please complete section (B)

* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or
- I am making the application pursuant to a ☐ statutory function or
- a function discharged by virtue of Her Majesty's prerogative

(A) individual applicants (fill in as applicable)

Mr	Mrs	Miss	Ms	Other Title (for example, Rev)	
Surname			First names		
Date of birth		I am 18 years old or over		Please tick yes	
Nationality					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 'share code' provided to the applicant by that service (please see note 15 for information)					

Second individual applicant (if applicable)

Mr	Mrs	Miss	Ms	Other Title (for example, Rev)	
Surname			First names		
Date of birth			I am 18 years old Please tick yes or over		
Nationality					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 'share code' provided to the applicant by that service: (please see note 15 for information)					

(B) Other applicants

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name RISING SUN FOODS LIMITED
Address 1 LINTON STREET LEICESTER LE5 5JB
Registered number (where applicable) COMPANY NUMBER 15380969

Description of applicant (for example, partnership, company, unincorporated association etc.) DIRECTOR OF RISING SUN FOODS LIMITED LIMITED COMPANY	
Telephone number (if any)	[REDACTED]
E-mail address (optional)	[REDACTED]

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
0	7	0 3 2 0 2 4

If you wish the licence to be valid only for a limited period, when do you want it to end?

DD	MM	YYYY

FAST FOOD TAKEAWAY AND DELIEVERIES OUTLET. THE PREMISES IS A SHOP WITH NO SEATING AND IS CURRENTLY FOR USED FOR TAKEAWAY AND DELIVERIES. IT HAS A CUSTOMER COLLECTION AREA AND A COUNTER AND BEHIND THE COUNTER IS STAFF AND KITCHEN PREP AREA. THERE IS A BACK DOOR FOR DELIVERY ACCESS FOR DRIVERS.

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.

N/A

What licensable activities do you intend to carry on from the premises?

(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)		Please tick all that apply
a)	plays (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)	

<u>Provision of late night refreshment</u> (if ticking yes, fill in box I)	YES
<u>Supply of alcohol</u> (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 7)			<u>Will the performance of a play take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
				Outdoors	
Day	Start	Finish		Both	
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for performing plays</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

B

Films Standard days and timings (please read guidance note 7)			<u>Will the exhibition of films take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
				Outdoors	
Day	Start	Finish		Both	
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for the exhibition of films</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

C

Indoor sporting events Standard days and timings (please read guidance note 7)			<u>Please give further details</u> (please read guidance note 4)
Day	Start	Finish	
Mon			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 5)
Wed			
Thur			
Fri			<u>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</u> (please read guidance note 6)
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 7)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
				Outdoors	
Day	Start	Finish		Both	
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 5)		
Thur					
Fri			<u>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</u> (please read guidance note 6)		
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 7)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 3)	
			Indoors	
			Outdoors	
			Both	
Day	Start	Finish		
Mon			Please give further details here (please read guidance note 4)	
Tue				
Wed			State any seasonal variations for the performance of live music (please read guidance note 5)	
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 6)	
Sat				
Sun				

F

Recorded music Standard days and timings (please read guidance note 7)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 3)		Indoors	
					Outdoors	
Day	Start	Finish			Both	
Mon			Please give further details here (please read guidance note 4)			
Tue						
Wed			State any seasonal variations for the playing of recorded music (please read guidance note 5)			
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 6)			
Sat						
Sun						

G

Performances of dance Standard days and timings (please read guidance note 7)			<u>Will the performance of dance take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
				Outdoors	
Day	Start	Finish		Both	
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for the performance of dance</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
Mon				Outdoors	
				Both	
Tue			<u>Please give further details here</u> (please read guidance note 4)		
Wed					
Thur			<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 5)		
Fri					
Sat			<u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sun					

I

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
				Outdoors	
Day	Start	Finish		Both	Y
Mon	11AM	11PM	<u>Please give further details here</u> (please read guidance note 4) WE ARE REQUESTING A PREMISE LICENCE BE GRANTED FOR THE SALE OF HOT FOOD TO TAKEAWAY AND ALSO FOR IT TO BE DELIVERED AFTER 11PM ON THURSDAY, FRIDAY, SATURDAY AND SUNDAY. THESE TIMES ARE WHEN IT WORKS BEST FOR OUR BUSINESS AND WILL HELP US OPERATE COMFORTABLY AS A BUSINESS. WE WILL ALWAYS HAVE A SUPERVISOR IN STORE DURING THESE TIMES WHO CAN SUPERVISE AND OVERLOOK EVERYTHING AND WILL BE FULLY TRAINED AND EQUIPPED TO MANAGE ALL SITUATIONS.		
Tue	11AM	11PM			
Wed	11AM	11PM	<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 5) N/A		
Thur	11AM	2AM			
Fri	2PM	3AM	<u>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</u> (please read guidance note 6)		
Sat	11AM	3AM			
Sun	11AM	2AM			

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption – please tick (please read guidance note 8)	On the premises	
				Off the premises	
				Both	
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 5)		
Mon					
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 6)		
Fri					
Sat					
Sun					

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

Name	
Date of birth	
Address	
Postcode	
Personal licence number (if known)	
Issuing licensing authority (if known)	

K

Please highlight any adult entertainment or services, activities, other

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			State any seasonal variations (please read guidance note 5)
Day	Start	Finish	N/A
Mon	11 AM	11 PM	
Tue	11 AM	11 PM	
Wed	11 AM	11 PM	
Thur	11 AM	2 AM	
Fri	2 PM	3 AM	
Sat	11 AM	3 AM	
Sun	11 AM	2 AM	
			Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list (please read guidance note 6) N/A

M

Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 10)

THIS RESTAURANT UNDERSTANDS THAT IN EXTENDING THE OPENING HOURS WE HAVE A DUTY TO THE LOCAL COMMUNITY AND THAT WE CONTINUE TO PROTECT OUR STAFF AND CUSTOMERS FROM DANGER AND HARM. WE BELIEVE THAT THE SYSTEMS WE HAVE IN PLACE ARE ROBUST, THOROUGH AND WILL, AS FAR AS REASONABLY PRACTICABLE, SECURE THE PROMOTION OF THE FOUR LICENSING OBJECTIVES. NONE OF OUR STORES SERVE ALCOHOL AND FURTHERMORE NONE OF OUR DRINKS/FOOD ARE SERVED TO CUSTOMERS IN GLASS RECEPTACLES

b) The prevention of crime and disorder

1: ADEQUATE CCTV IS INSTALLED COMPLYING WITH DPA. CCTV MAINTAINED IN GOOD WORKING ORDER AND USED AT ALL TIMES THE PREMISES

REMAINS OPEN TO THE PUBLIC FOR LICENSABLE ACTIVITIES. CCTV WILL BE KEPT AVAILABLE FOR AT LEAST 14 DAYS AND AVAILABLE TO LEICESTER CITY COUNCIL/ RESPONSIBLE AUTHORITY UPON REQUEST.

2: SUPERVISOR PRESENT AT STORE AT ALL TIMES ESPECIALLY DURING THE LATE NIGHT HOURS. SUPERVISOR/LICENSEE SHALL ENSURE THE

EXTERNAL AREAS OF THE PREMISES ARE KEPT CLEAR OF LITTER AND REFUSE. LICENSEE WILL ENSURE THAT ALL STAFF ARE TRAINED IN ENSURING COMPLIANCE WITH THE LICENSING OBJECTIVES AT ALL TIMES.

3. ALL EXISTING EXTERNAL SECURITY LIGHTING SHALL BE MAINTAINED IN GOOD WORKING ORDER AND USED WHERE APPROPRIATE AT ALL TIMES WHEN THE PREMISE REMAINS OPEN TO THE PUBLIC.

4. THE LICENSEE/SUPERVISOR WILL ENSURE THAT ALL INSTANCES OF CRIME AND DISORDER ARE RECORDED IN AN INCIDENT LOGBOOK AND IS MADE AVAILABLE TO THE POLICE/ RESPONSIBLE AUTHORITY UPON REQUEST.

5. THE PREMISES IS ALARMED. CASH REGISTERS ARE EMPTIED AND TAKEN AWAY FROM SITE EVERYDAY.

c) Public safety

6. FIRE SAFETY AND FIRST AID EQUIPMENT/FACILITY WILL BE MAINTAINED IN GOOD WORKING ORDER AND ALL STAFF ADEQUATELY TRAINED IN THEIR USE AND ABOUT THE EVACUATION PROCEDURES FOR THE PREMISES.

7. ACCESS DOOR INTO AND OUT OF THE PREMISES SHALL BE KEPT CLEAR AND FREE FROM OBSTRUCTION AT ALL TIMES.

8. DELIVERIES ARE LIMITED TO DURING DAYTIME HOURS AND ARE NOT MADE AT NIGHT.

d) The prevention of public nuisance

- | |
|---|
| 9. LICENSEE/SUPERVISOR WILL ENSURE THE VENTILATION SYSTEM IS WELL MAINTAINED AND IN GOOD AND EFFECTIVE WORKING ORDER IN ORDER TO AVOID NUISANCE TO NEIGHBOURING PROPERTIES. |
| 10. STAFF TRAINED TO ENSURE CUSTOMERS LEAVE THE PREMISES IN A QUIET AND ORDERLY FASHION. |

e) The protection of children from harm

- | |
|---|
| 11. NO AGE RESTRICTED PRODUCTS ARE RETAILED FROM THE PREMISE. |
|---|

Checklist:

Please tick to indicate agreement

<input type="checkbox"/>	I have made or enclosed payment of the fee.	
<input type="checkbox"/>	I have enclosed the plan of the premises.	
<input type="checkbox"/>	I have sent copies of this application and the plan to responsible authorities and others where applicable.	
<input type="checkbox"/>	I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.	
<input type="checkbox"/>	I understand that I must now advertise my application.	
<input type="checkbox"/>	I understand that if I do not comply with the above requirements my application will be rejected. [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).	

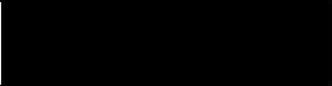
It is an offence, under Section 158 of the Licensing Act 2003, to make a false statement in or in connection with this application. Those who make a false statement may be liable on summary conviction to a fine of any amount.

It is an offence under Section 24b of the Immigration Act 1971 for a person to work when they know, or have reasonable cause to believe, that they are disqualified from doing so by reason of their immigration status. Those who employ an adult without leave or who is subject to conditions as to employment will be liable to a civil penalty under section 15 of the Immigration, Asylum and Nationality Act 2006 and pursuant to Section 21 of the same

act, will be committing an offence where they do so in the knowledge, or with reasonable cause to believe, that the employee is disqualified.

Part 4 – Signatures (please read guidance note 11)

Signature of applicant or applicant’s solicitor or other duly authorised agent (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

Declaration	<ul style="list-style-type: none"> [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15). The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)
Signature	
Date	01/03/2024
Capacity	DIRECTOR

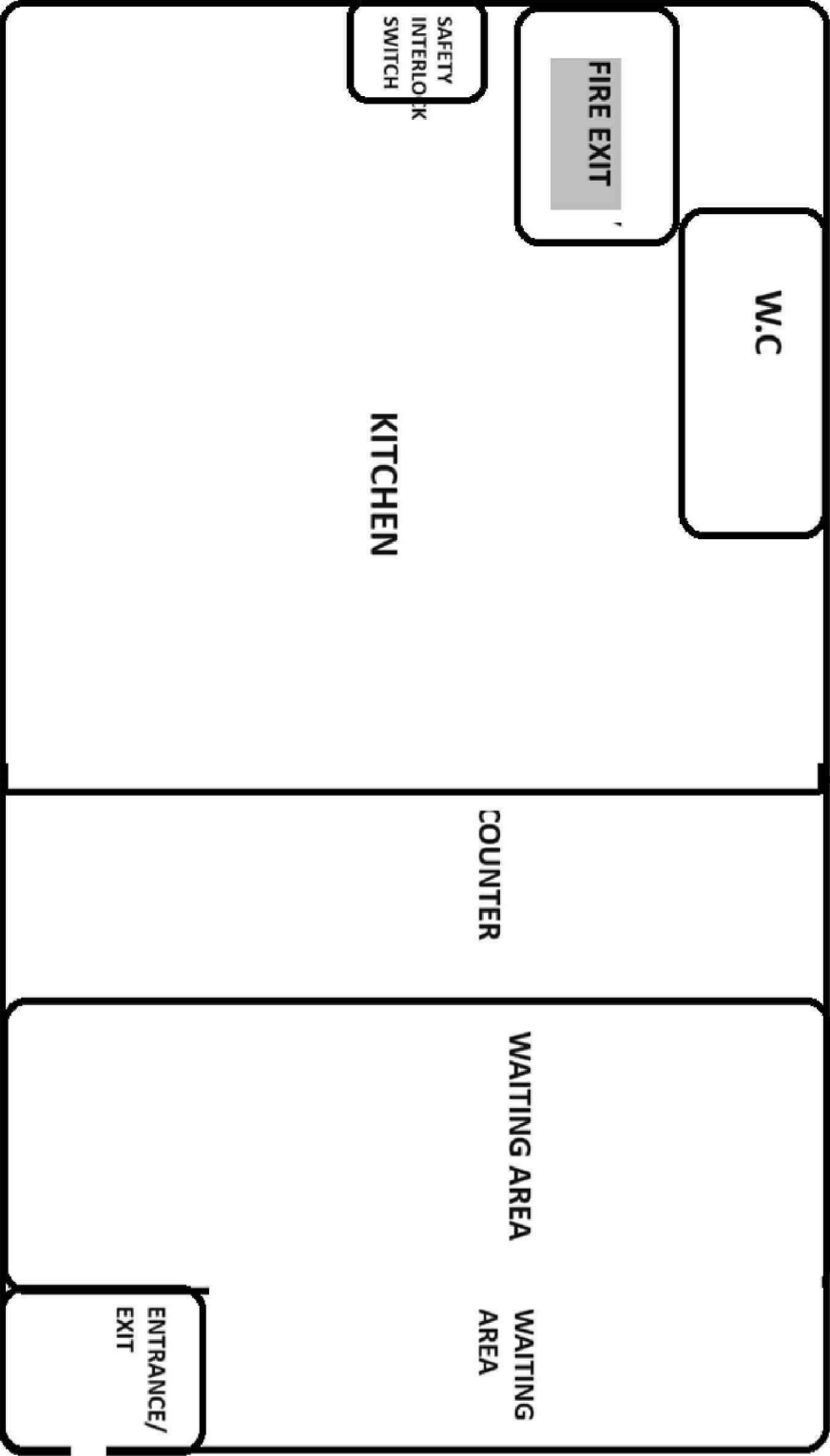
For joint applications, signature of 2nd applicant or 2nd applicant’s solicitor or other authorised agent (please read guidance note 13). **If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)			
Post town		Postcode	
Telephone number (if any)			
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			

Notes for Guidance

1. Describe the premises, for example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. In terms of specific regulated entertainments please note that:
 - Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
 - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
 - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
 - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
 - Live music: no licence permission is required for:
 - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a



1 L I N T O N S T R E E T



APPENDIX B1

Leicestershire Police

Licensing Act 2003 – Representation in respect of New Premises Licence application.

Details of person or body making representation	
Your Name:	Paul Hardwick
Your Address:	Force Licensing Department, Mansfield House, 74 Belgrave Gate, LEICESTER LE1 3GG

Details of premises representation is about	
Name of Premises:	Rising Sun Foods Limited (King Mario's Pizza)
Address of premises:	1 Linton Street, Leicester, LE5 5JB
LA Application No. (if known)	

Please tick one or more of the licensing objectives that your representation relates to:	
Prevention of crime and disorder	<input checked="" type="checkbox"/>
Public Safety	<input checked="" type="checkbox"/>
Prevention of public nuisance	<input checked="" type="checkbox"/>
Protection of children from harm	<input checked="" type="checkbox"/>

Please summarise your concerns about this application:
<p>I write in my capacity as Licensing Officer for the Leicestershire Police on the authority delegated to me by the Chief Constable.</p> <p>My representation to this grant is based upon all four of the licensing objectives as per the Licensing Act 2003. Those being:</p> <ul style="list-style-type: none"> (1) The prevention of crime and +-disorder. (2) Public Safety. (3) The prevention of public nuisance. (4) Protection of children from harm <p>This is an application for a fast-food takeaway (currently trading as King Mario's</p>

Pizza) with a customer collection area with a counter and also a back door for delivery access for drivers. There is no seating present.

It is seeking the following operating hours.

Monday to Wednesday 11am-11pm

Thursday 11am-2am

Friday 2pm until 3am

Saturday 11am until 3am

Sunday 11am until 2am.

Area of Special Interest

The premises location is on Linton Rd / junction with Evington Rd in Leicester and is in an **area of special interest** as described in the Leicester council statement of licensing policy.

Within Leicester, there are several such areas where the environmental factors may require further considerations by the applicant in order to uphold the objectives. Some examples of these can be some or all, yet not exclusively, any of the below: • Number of existing licensed premises • Types of licensed premises • Sensitive premises • Density and locality of residential premises • Traffic or pedestrianised sensitive areas • Conservation and cultural areas, children/young person's facilities, etc • Alcohol related public health concerns (see public health information section within policy and website) • Areas of alcohol related crime, disorder or anti-social behaviour including Noise Pollution concerns.

Police High Harm area

This specific location is also one of Leicestershire police's **highest harm locations** with hotspot analysis showing significant reports of serious violence and disorder affecting public safety over many months. Significant incidents have involved offenders under 18 years old putting children at risk of harm.

Local policing concerns

The area in which the premises is located is already saturated with premises of a similar nature. This causes a large proportion of vehicle and foot traffic when premises are open, and this increases especially during the period of Ramadan annually.

Weekends are a particular peak period also. Since November last year following a **double-shooting on Evington Road not far from Linton Street**, the local authorities have been working together to try and limit the impact on local residents to include late night refreshment.

Patrons attending the location later at night has a direct impact on the local residential community, who suffer with noise nuisance and parking issues as a result. This is regularly reported to the Police and local councillors along with objections to more premises of a similar nature being allowed to open. A ward meeting last November has led to a multi-agency approach with Highways, Licensing Enforcement, City Wardens, local Councillors, Planning, and Traffic Enforcement.

Also, in March 2024 a patch walk was conducted with the local **Member of Parliament**, numerous **council departments** and **the local police** to work on a strategy to tackle ongoing issues of serious crime and disorder, public safety, public

nuisance and protection of children from harm from this location. Any additional demand being generated by additional opening hours or new premises could become unmanageable.

Previous experience of the local Police team is that disorder often occurs in the area during the proposed opening times, and this spikes with the increase in traffic in the area (vehicle and foot traffic). Parking issues also cause extra demand on the Police and impact on the ability for emergency services vehicles to traverse through the area when responding to emergency calls.

Recently In March 2024 there have been several incidents involving disorder, all of which have occurred near to or inside of licensed premises, including reports of **weapons offences, public order offences and serious assaults**. This has placed a significant demand on Police resources which would increase if further licences were granted, and in turn would have a cost implication to the Police and lessen their ability to respond to emergency service calls.

Based on these concerns the police request that this new premises licence is refused.

Paul Hardwick
Deputy Licensing Manager
Leicestershire Police
25/3/24



Representation in respect of a New Premises Application

Licensing Act 2003

Details of person or body making representation:	
Your Name:	Bobby Smiljanic
Your position/role:	Licensing Enforcement Manager

Details of premises representation is about:	
Name of Premises:	King Mario's Pizza
Address of premises:	1 Linton Street Leicester LE5 5JB
Application No. (if known)	162203

Please tick one or more of the licensing objectives that your representation relates to:	
Prevention of Crime and Disorder	<input checked="" type="checkbox"/>
Public Safety	<input checked="" type="checkbox"/>
Prevention of Public Nuisance	<input checked="" type="checkbox"/>
Protection of Children from Harm	<input checked="" type="checkbox"/>

Authority Declarations:
<p>I write in my capacity as Licensing Enforcement Manager for Leicester City Council Licensing Authority on the authority delegated to me.</p> <p>Please take notice that I am satisfied that allowing the premises to be used in accordance with the application would undermine the above stated Licensing Objectives and as such submit our representations.</p>

Representations:
<p>We would like to submit our representations for this premises application based upon the above stated licensing objectives.</p>

The application is for a new Premises Licence for the sale/supply of late-night refreshments only. Late-night refreshments are requested from 23:00hrs to 02:00hrs Thursday and Sunday, and from 23:00hrs to 03:00hrs Friday and Saturday.

Seasonal variations have not been applied for.

The application suggests that the premises currently operates solely as a takeaway specifically for takeaway food and soft drinks. There is an area before the service counter for customers to stand and collect orders.

On 24th February 2024 Leicester City Council's Licensing Enforcement Team visited the King Mario's Pizza premises as part of an Operation for Ramadan/ scheduled Licensing Enforcement visit. The premises was given a general information Notice in respect of Late Night Refreshment and staff were advised that as no licence was in place they should not be offering Late Night Refreshments after 23:00hrs. Licensing Enforcement Officers visited the premises again later in the evening and staff were still serving take away food to customers at 23:36hrs. The staff present stated that they had the paperwork for a licence but were unable to provide any evidence of this. A warning notice letter was issued to the applicant Mr Poojara. This is likely to have prompted the applicant to apply for this licence.

The premises is located on the ground floor of 1 Linton Street on the corner of the junction with Evington Road which is a busy arterial route, with access for cars, cyclists and pedestrians.

Evington Road is a designated Area of Special Interest and Consultation under Leicester City Councils Licensing Policy under Section 8 - [licensing-policy-2022-2027.pdf \(leicester.gov.uk\)](https://www.leicester.gov.uk/leisure-licensing/policy/leicester-licensing-policy-2022-2027.pdf). Reference has not been made to this anywhere in the application.

It is imperative that all applicants fully consider the environmental factors of the area in which they are applying. Section 182 guidance states that applicants should proactively engage with the responsible authorities to ensure that a premises and their management uphold the licensing objectives.

The area consists of other take away premises, personal care businesses, retail establishments, eateries and cafes. Within the vicinity there are residential buildings and religious buildings. The location of the licenced premises means that it is likely that customers under the influence of alcohol or drugs would gravitate towards it and may commit anti-social behaviour.

The applicant acknowledges that the extension of the opening hours means that they have a duty to the local community to protect staff and customers, however the Licensing Authority believes that the issues lie in having further late night premises operational in the Evington Road area.

The applicant has confirmed that he plans to also run a delivery service during daytime hours and that none will be made at night. However, there is no clarification as to what these hours might be.

Whilst there are no plans to sell alcohol to customers the applicant has not explained how his staff would deal with intoxicated or violent customers.

The Licensing Authority have received several concerns from a local Member of Parliament and local Ward Councillors in respect of the amount of late night establishments open after 00:00hrs in the Evington Road area. The issues raised are ones of public safety and public nuisance,

particularly with regards to the limited parking available along Evington Road and the adjacent residential streets. There are concerns that this premises will attract a late-night crowd which would then have further impact on traffic congestion especially with the limited parking and public nuisance when customers loiter outside.

The Licensing Authority do have concerns about the premises and the effects it may have on the local community, both business and residential. This relates to the timings of the applied activities, the operation of the CCTV cameras and the detail of the operating schedule that has been applied for. The operating schedule is loose in laying out specifically how the applicants would uphold the licensing objectives.

We believe that when taking into account the local policing concerns and that the specific location is one of Leicestershire Police's highest harm locations that the premises application should be refused.

However, should the committee elect to grant the licence the Licensing Authority would ask that the following conditions be considered, in order to promote and uphold the licensing objectives.

- The Licensing Authority would be looking to decrease the licensable hours for Late Night Refreshments to the following:
Sunday to Wednesday from 23:00hrs to 00:00hrs
Thursday, Friday and Saturday from 23:00hrs to 01:00hrs

Conditions Details:

We believe the below additions/amendments of conditions in full, which we believe are reasonable, proportionate and enforceable, may assist the Licence Holder in upholding the licensing objectives.

We have detailed, for clarity, those that

- (a) We believe should be replaced from the applied operating schedule with our proposed wording
- (b) Those to be removed from the operating schedule and;
- (c) Those that are in addition.

Any wording on the operating schedule that is not detailed below to remain on any licence.

(a) Conditions to be replaced from Operating Schedule

Wording contained within the applied operating schedule as copied below be replaced with Requested Condition/s:

Operating Schedule Wording:

- b) 1: ADEQUATE CCTV IS INSTALLED COMPLYING WITH DPA. CCTV MAINTAINED IN GOOD WORKING ORDER AND USED AT ALL TIMES THE PREMISES REMAINS OPEN TO THE PUBLIC FOR LICENSABLE ACTIVITIES. CCTV WILL BE KEPT AVAILABLE FOR AT LEAST 14 DAYS AND AVAILABLE TO LEICESTER CITY COUNCIL/RESPONSIBLE AUTHORITY UPON REQUEST.

- b) 4: THE LICENSEE/SUPERVISOR WILL ENSURE THAT ALL INSTANCES OF CRIME AND DISORDER ARE RECORDED IN AN INCIDENT LOGBOOK AND IS MADE AVAILABLE TO THE POLICE/ RESPONSIBLE AUTHORITY UPON REQUEST.
- b) 10: STAFF TRAINED TO ENSURE CUSTOMERS LEAVE THE PREMISES IN A QUIET AND ORDERLY FASHION.

To be replaced with:

- The licence holder will ensure a high definition, colour HD CCTV camera system is installed, operational and recording whilst the premises is open to the public. The system must permit the identification of individual(s) in all lighting conditions.
- CCTV cameras must cover all areas that the public have access to, including the entrance, exit and pavement area immediately outside the premises.
- CCTV system images must be securely stored, display an accurate date/time stamp and retained for a minimum of 31 days.
- The licence holder will ensure the premises CCTV is provided to an officer from a responsible authority in a downloadable and viewable format within fourteen days of being requested.
- The licence holder will ensure that there is always a member of staff trained and available to download CCTV images/ footage immediately or an agreed timescale if requested by the police or the Licensing Authority.
- The licence holder shall take reasonable steps to prevent public nuisance being caused by customers outside the premises by displaying prominent Quiet notices requesting customers respect the needs of local residents.
- An incident log shall be kept on the premises, retained for a period of 12 months from the date of the incident and made available to an officer from a responsible authority upon request. The incident log must be completed within 24 hours of the incident and record the following:
 - a) All crimes reported to the premises.
 - b) Any ejections of patrons.
 - c) Any complaints received concerning crime, disorder and anti-social behaviour.
 - d) Any incidents of crime, disorder and anti-social behaviour inside, associated to the premises or immediately outside the premises.
 - e) Any faults in the CCTV system.

(b) Conditions to be removed from Operating Schedule

Wording contained within the applied operating schedule as copied below be removed:

Operating Schedule Wording to be removed:

N/A

(c) Requested Additional Conditions

Condition/s wording below to be added in full to any granted licence:

All conditions (*as identified on these reps*) agreed and signed with Leicestershire Police be included in any granted licence.

- All licensable activities will cease at the following times:

Sunday to Wednesday from 23:00hrs to 00:00hrs
Thursday, Friday and Saturday from 23:00hrs to 01:00hrs

Appendix:

No Appendix

Click or tap here to enter text.

Authority Signatures:

Bobby Smiljanic
Licensing Enforcement Manager
Leicester City Council
27/03/2024

Reporting Officer
Elizabeth Arculus

Licensing Authority Details:

Licensing Authority
Licensing Enforcement
York House
91 Granby Street
LE1 6FB

Tel: 0116 4540049
Email: licensingenforcement@leicester.gov.uk
www.leicester.gov.uk/licensing

Notice Sent to:

Please note that this representation has been sent to:

- (1) Licensing Authority Applications Team, Leicestershire Police Licensing, Noise Pollution Team, Leicestershire Fire & Rescue Service
- (2) Applicant and/or Agent

Agreement Notice Applicant (if applicable & only valid if signed)

**Notification to Local Authority of Agreement regarding Licensing
Authority Enforcement Concerns.**

Dear Licensing Authority,

I write in my capacity as the applicant/agent in relation to the above matter & application.

Discussions have taken place with Leicester City Council Licensing Enforcement in relation to their concerns and have been made aware of the above conditions that should be replaced/removed or added to any granted licence.

Please note:

I as the applicant/agent agree to all these conditions & amendments as detailed and do not, therefore consider that a hearing is necessary.

Signed 1:



Name in block capitals: Jignesh poojara

Application Capacity: Managing Director

Date: 27/03/2024

Signed 2:

Name in block capitals:

Application Capacity:

Date:

Licensing Enforcement Agreement Confirmation (if applicable & only valid if signed)



Licensing Act 2003 - Representation in respect of Premises Licence

Details of person or body making representation	
Your Name:	Jasvinder Mann
Your Address:	Pollution Control Officer Noise and Pollution Control Leicester City Council City Hall 115 Charles Street Leicester LE1 1FZ

Details of premises representation is about	
Name of Premises:	King Mario's Pizza (Rising Sun Foods Limited)
Address of premises:	1 Linton Street Leicester LE5 5JB
Application No. (if known)	162203

Please tick one or more of the licensing objectives that your representation relates to:	
Prevention of crime and disorder	<input type="checkbox"/> yes
Public Safety	<input type="checkbox"/> yes
Prevention of public nuisance	<input checked="" type="checkbox"/> yes
Protection of children from harm	<input type="checkbox"/> yes

Please summarise your concerns about this application:
<p>My main concerns are that there is a huge number of residential properties in close proximity to the premises. The premises is located on the corner of Evington Road/Linton Street next to many terraced houses.</p> <p>The proposed requested Hours Open to the Public and for Late Night Refreshment are;</p> <p>Monday to Wednesday 11:00-23:00 Thursday 11:00-02:00 Friday-Saturday 11:00-03:00 Sunday 23:00-02:00</p> <p>These later opening hours would potentially increase footfall, including more vehicles</p>

parking up and possibly just parked up with engines running, music from amplified car stereos and car doors opening and closing from delivery drivers and speech.

Evington Road can be a very busy road with many vehicles coming and going for deliveries. This could result in noise nuisance to the neighbouring properties.

Please give further details of why you believe this application will have an adverse effect on the licensing objectives

During the daytime, road traffic, commercial activity and on-street activity are the dominant noise sources in the locality. However, later in the evening and into the early hours of the morning traffic noise and street noise noticeably reduces and sound has the potential to travel further.

I am concerned that the proposed opening hours will increase pedestrian and vehicular activity in the area, thereby increasing the likelihood of noise complaints and causing a disturbance to residents.

On the application it states that “the premises is a shop with no seating” and “there is a back door for delivery and access for drivers. This back door leads out onto Linton Street and noise from the activities has the potential to disrupt the neighbouring properties.

The noise caused by customers who decide to hang around outside the premises or sitting in their cars eating their food could potentially result in noise complaints to the service. Including noise from delivery drivers, from doors opening and closing, speech and vehicle engines being turned on and drivers driving off and returning again.

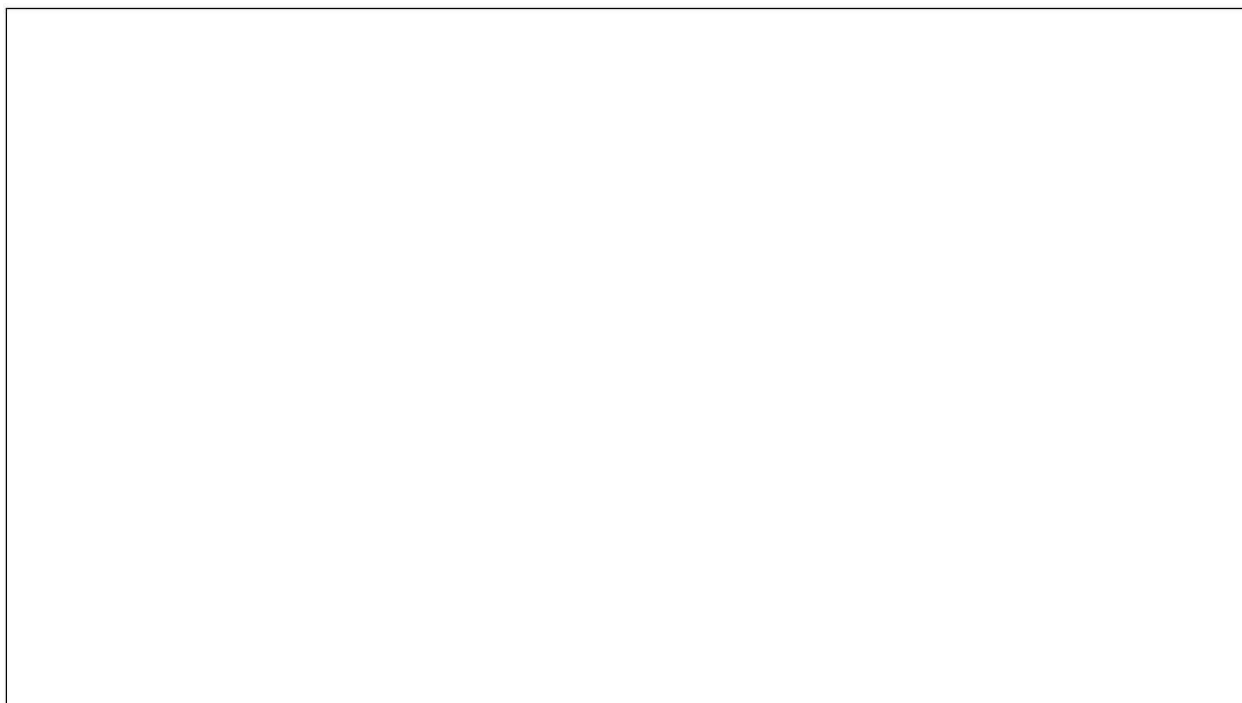
Noise on the street is difficult to control and enforce. I am concerned the staff at the premises will have little or no power to control the noise from their customers if they decide to hang about once served their order.

I suggest that the hours be reduced from. I recommend the hours of;

Sunday-Wednesday 23:00-00:00

Thursday-Saturday 23:00-01:00

I have discussed my concerns with the applicant and an agreement document has been drafted and sent to the applicant.



Return your completed form to:

By Post:

Licensing Section
Leicester City Council
City Hall
115 Charles Street
Leicester
LE1 1FZ

By Email:

licensing@leicester.gov.uk

LICENSING OFFICER NAME

Licensing Team
Leicester City Council
City Hall
115 Charles Street
Leicester
LE1 1FZ

Dear Sir/Madam

Licensing Act 2003 – New Application.

Application Ref: 162203

Prevention of Public Nuisance.

King Mario's Pizza,(Rising Sun Foods Limited), Leicester, LE5 5JB

I, Jignesh Bipinchandra Poojara as the applicant of the above premises licence, hereby agree to the following licensing conditions in respect to prevention of public nuisance:

CONDITIONS AGREED


These conditions are in addition to the public nuisance condition submitted on my application namely:

I recommend the reduced hours for Hours Open to the Public and Late-Night Refreshment of;

Sunday-Wednesday 23:00-00:00

Thursday-Saturday 23:00-01:00

Signed



Name: Jignesh Bipinchandra Poojara
(PRINT)

Dated: 27/03/2024

CONDITIONS

CONDITIONS CONSISTENT WITH THE OPERATING SCHEDULE
ADEQUATE CCTV IS INSTALLED COMPLYING WITH DPA. CCTV MAINTAINED IN GOOD WORKING ORDER AND USED AT ALL TIMES THE PREMISES
REMAINS OPEN TO THE PUBLIC FOR LICENSABLE ACTIVITIES. CCTV WILL BE KEPT AVAILABLE FOR AT LEAST 14 DAYS AND AVAILABLE TO LEICESTER CITY COUNCIL/ RESPONSIBLE AUTHORITY UPON REQUEST
SUPERVISOR PRESENT AT STORE AT ALL TIMES ESPECIALLY DURING THE LATE NIGHT HOURS. SUPERVISOR/LICENSEE SHALL ENSURE THE EXTERNAL AREAS OF THE PREMISES ARE KEPT CLEAR OF LITTER AND REFUSE.
LICENSEE WILL ENSURE THAT ALL STAFF ARE TRAINED IN ENSURING COMPLIANCE WITH THE LICENSING OBJECTIVES AT ALL TIMES.
ALL EXISTING EXTERNAL SECURITY LIGHTING SHALL BE MAINTAINED IN GOOD WORKING ORDER AND USED WHERE APPROPRIATE AT ALL TIMES WHEN THE PREMISE REMAINS OPEN TO THE PUBLIC.
THE LICENSEE/SUPERVISOR WILL ENSURE THAT ALL INSTANCES OF CRIME AND DISORDER ARE RECORDED IN AN INCIDENT LOGBOOK AND IS MADE AVAILABLE TO THE POLICE/RESPONSIBLE AUTHORITY UPON REQUEST.
THE PREMISES IS ALARMED AND CASH REGISTERS ARE EMPTIED AND TAKEN AWAY FROM SITE EVERYDAY.
ACCESS DOOR INTO AND OUT OF THE PREMISES SHALL BE KEPT CLEAR AND FREE FROM OBSTRUCTION AT ALL TIMES.
DELIVERIES ARE LIMITED TO DURING DAYTIME HOURS AND ARE NOT MADE AT NIGHT.
STAFF TRAINED TO ENSURE CUSTOMERS LEAVE THE PREMISES IN A QUIET AND ORDERLY FASHION
NO AGE RESTRICTED PRODUCTS ARE RETAILED FROM THE PREMISES.
CONDITIONS CONSISTENT WITH THE REPRESENTATION AND AGREEMENT FROM LCC LICENSING ENFORCEMENT TEAM
All licensable activities will cease at the following times:
Sunday to Wednesday from 23:00hrs to 00:00hrs
Thursday, Friday and Saturday from 23:00hrs to 01:00hrs
The licence holder will ensure a high definition, colour HD CCTV camera system is installed, operational and recording whilst the premises is open to the public. The system must permit the identification of individual(s) in all lighting conditions.
CCTV cameras must cover all areas that the public have access to, including the entrance, exit and pavement area immediately outside the premises.
CCTV system images must be securely stored, display an accurate date/time stamp and retained for a minimum of 31 days.
The licence holder will ensure the premises CCTV is provided to an officer from a responsible authority in a downloadable and viewable format within fourteen days of being requested.
The licence holder will ensure that there is always a member of staff trained and available to download CCTV images/ footage immediately or an agreed timescale if requested by the police or the Licensing Authority.
The licence holder shall take reasonable steps to prevent public nuisance being caused by customers outside the premises by displaying prominent Quiet notices requesting customers respect the needs of local residents.
An incident log shall be kept on the premises, retained for a period of 12 months from the

date of the incident and made available to an officer from a responsible authority upon request. The incident log must be completed within 24 hours of the incident and record the following:

- a) All crimes reported to the premises.
- b) Any ejections of patrons.
- c) Any complaints received concerning crime, disorder and anti-social behaviour.
- d) Any incidents of crime, disorder and anti-social behaviour inside, associated to the premises or immediately outside the premises.
- e) Any faults in the CCTV system.

CONDITIONS CONSISTENT WITH THE REPRESENTATION AND AGREEMENT FROM THE NOISE AND POLLUTION CONTROL TEAM

The hours for late night refreshment will be

- Sunday - Wednesday 23.00 – 00.00.
- Thursday - Saturday 23.00 – 01.00

Application for a new premises licence

Licensing (Hearings) Sub-Committee

Decision to be taken by: Licensing (Hearings)
Sub-Committee

Decision to be taken on/Date of meeting: 22 April 2024

Lead director/officer: Deborah Bragg

Useful information

- Ward(s) affected: Westcotes
- Report author: Valentina Cenic
- Author contact details: 0116 454 3081
- Report version number: 1

1. Summary

- 1.1 This report outlines an application under the Licensing Act 2003 for a new premises licence for Premier Stores, 97-99 Narborough Road, Leicester and summarises the representations received. It also highlights the licensing objectives and the relevant parts of both the statutory guidance and the Licensing Authority's Licensing Policy.

2. Determination to be made

- 2.1 Having considered the application and representation, Members must consider whether to
- Grant the licence without modification
 - Grant the licence subject to conditions
 - Refuse to accept the proposed premises supervisor
 - Reject the application

3. Application and promotion of the licensing objectives

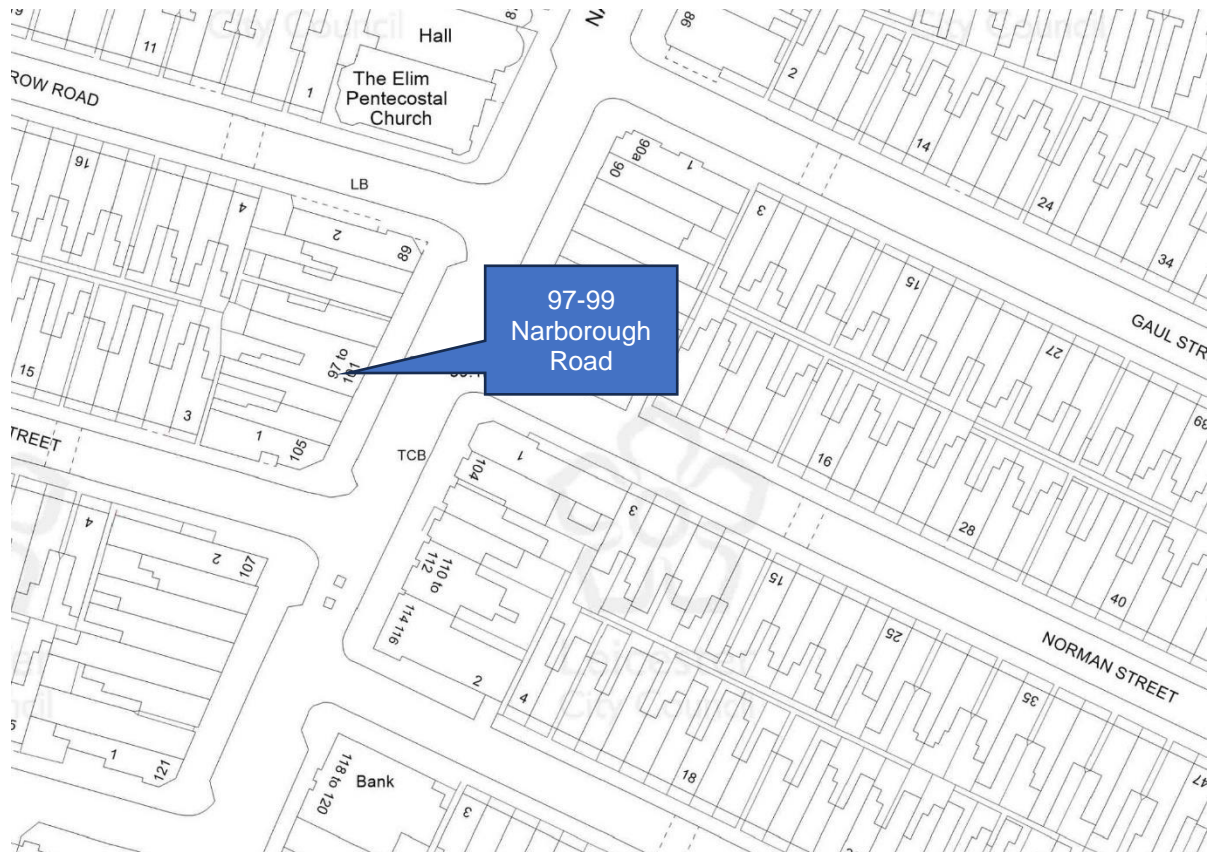
- 3.1 An application was received on 07 March 2024 from Johal and Deol LTD for a new premises licence for Premier Stores, 97-99 Narborough Road, Leicester. A copy of the application is attached at Appendix A.

- 3.2 The application is as follows:

Licensable activity	Proposed hours
Sale of alcohol (Off)	Monday to Sunday 07:00 – 23:00
Opening hours	Monday to Sunday 00:00 – 00:00

- 3.3 The steps the applicant proposes to take to promote the licensing objectives are set out in the operating schedule (see section 18 of Appendix A).
- 3.4 In arriving at its decision on the application, the Licensing Authority's primary consideration must be the promotion of the licensing objectives.

3.5 Location Plan



4. Representation(s)

- 4.1 A representation was received on 28 March 2024 from the Licensing Enforcement team. The representation relates to the prevention of crime and disorder, prevention of public nuisance, public safety and the protection of children from harm. The Enforcement team have concerns about the premises and the effects it may have on the local community, both business and residential. This relates to the detail of the operating schedule and what is applied for – it does lay out some of the intentions of the applicant, however it is loose in outlining specifically how they would uphold the licensing objectives. A copy of the representation is attached at Appendix B.
- 4.2 The Enforcement Team is seeking to reach an agreement with the applicant ahead of the hearing.

5. Conditions

- 5.1 The conditions that are consistent with the application are attached at Appendix C.

6. Statutory guidance and statement of licensing policy

- 6.1 Any decision made by the Licensing Authority must be in accordance with the licensing objectives. In addition, the government has issued guidance under section 182 of the Licensing Act 2003. The parts of the guidance that are particularly relevant in this case are as follows:

Section	Heading
1.2 – 1.5	Licensing objectives and aims
1.15 – 1.16	General Principles
1.17	Each application on its own merits
2.1 – 2.6	Crime & Disorder
2.7 – 2.14	Public Safety
2.15 – 2.21	Public nuisance
2.22 – 2.31	Protection of children from harm
8.41 – 8.49	Steps to promote the licensing objectives
9.11 – 9.12	Role of responsible authorities
9.31 – 9.41	Hearings
9.42 – 9.44	Determining actions that are appropriate for the promotion of the licensing objectives
10.1 – 10.3	Conditions - general
10.8 – 10.9	Imposed conditions
10.10	Proportionality
10.13 - 10.15	Hours of trading
13.10 – 13.11	Giving reasons for decisions
14.51 – 14.52	Licensing Hours

- 6.2 The relevant parts of the Licensing Authority's Statement of Licensing Policy are as follows:

Section	Heading
4	Promotion of the licensing objectives
5	General Principles
6	Premises Licences and Club Premises Certificates

7. Points for clarification

- 7.1 The applicant and the party / parties making the representation have been asked to clarify certain points at the hearing, as follows:

By the applicant

1. Whether the applicant considers that the concerns outlined in the representations are valid, and if not why not.
2. In the light of the representations made, whether the applicant wishes to propose any additional steps for the promotion of the licensing objectives.

By the party making the representation

1. Whether they have any additional information to support the representation they have made.

2. Whether there are any additional steps that could be taken which would be equally effective in the promotion of the licensing objectives.

8. Financial, legal, equalities, climate emergency and other implications

8.1 Financial implications

None.

8.2 Legal implications

Legal advice specific to the application will be provided at the meeting by Legal Officers.

8.3 Equalities implications

None.

8.4 Climate Emergency implications

There are unlikely to be any significant climate emergency implications directly associated with this report and the licensing process. Aidan Davis, Sustainability Officer, Ext 28 3384.

8.5 Other implications (You will need to have considered other implications in preparing this report. Please indicate which ones apply?)

9. Background information and other papers:

None

10. Summary of appendices:

Appendix A – Application

Appendix B – Representation

Appendix C – Conditions consistent with the application

11. Is this a private report (If so, please indicate the reasons and state why it is not in the public interest to be dealt with publicly)?

No

12. Is this a “key decision”? If so, why?

No

LICENSING ACT 2003

NOTICE OF APPLICATION FOR A NEW PREMISES LICENCE

JOHAL AND DEOL LTD are applying for a new premises
licence at:

Premier, 97-99 Narborough Road, Leicester LE3 0PA

NOTICE IS HEREBY GIVEN that on **7th March 2024** an application has been made to the Licensing Authority of **LEICESTER CITY COUNCIL** under the Licensing Act 2003. Details of the application are as follows:

Sale of alcohol Monday to Sunday 07:00 until 23:00 – off sales only.

All on such terms and conditions as are proposed or as may be agreed.

A copy of the application may be inspected during normal office hours at Customer Service Centre, 91 Granby Street, Leicester LE1 6FB (by appointment) or at;

www.leicester.gov.uk/licensing and follow the links.

A Responsible Authority or any other person wishing to make representations on this matter must submit those representations in writing to Licensing Officer, City Hall, 115 Charles Street, Leicester, LE11FZ on or before **4th April 2024** stating the grounds on which the representation is made. Written representations may also be made by e-mail to: licensing@leicester.gov.uk

Please note that it is an offence knowingly or recklessly to make a false statement in connection with an application and, on summary conviction for the offence, a person is liable to a fine not exceeding level five on the standard scale, namely unlimited

RDSLAW LTD



Leicester
Application for a premises licence
Licensing Act 2003

For help contact
licensing@leicester.gov.uk
Telephone: +44 116 454 3040

* required information

Section 1 of 21

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference	<input type="text" value="Not Currently In Use"/>	This is the unique reference for this application generated by the system.
Your reference	<input type="text"/>	You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.
Are you an agent acting on behalf of the applicant?		Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.
<input checked="" type="radio"/> Yes <input type="radio"/> No		

Applicant Details

* First name	<input type="text" value="JOHAL AND"/>	
* Family name	<input type="text" value="DEOL LTD"/>	
* E-mail	<input type="text" value="roberts@rdslaw.uk"/>	
Main telephone number	<input type="text" value=""/>	Include country code.
Other telephone number	<input type="text"/>	
<input type="checkbox"/> Indicate here if the applicant would prefer not to be contacted by telephone		
Is the applicant:		
<input checked="" type="radio"/> Applying as a business or organisation, including as a sole trader		A sole trader is a business owned by one person without any special legal structure. Applying as an individual means the applicant is applying so the applicant can be employed, or for some other personal reason, such as following a hobby.
<input type="radio"/> Applying as an individual		

Applicant Business

Is the applicant's business registered in the UK with Companies House?	<input checked="" type="radio"/> Yes <input type="radio"/> No	Note: completing the Applicant Business section is optional in this form.
Registration number	<input type="text" value="15042751"/>	
Business name	<input type="text" value="Johal and Deol Ltd"/>	If the applicant's business is registered, use its registered name.
VAT number	<input type="text" value="-"/> <input type="text" value="455484663"/>	Put "none" if the applicant is not registered for VAT.
Legal status	<input type="text" value="Private Limited Company"/>	

Continued from previous page...

Applicant's position in the business

Home country

The country where the applicant's headquarters are.

Registered Address

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Agent Details

* First name

* Family name

* E-mail

Main telephone number

Include country code.

Other telephone number

☐ Indicate here if you would prefer not to be contacted by telephone

Are you:

- ☒ An agent that is a business or organisation, including a sole trader
☐ A private individual acting as an agent

A sole trader is a business owned by one person without any special legal structure.

Agent Business

Is your business registered in the UK with Companies House?

☒ Yes ☐ No

Note: completing the Applicant Business section is optional in this form.

Registration number

Business name

If your business is registered, use its registered name.

VAT number

GB

Put "none" if you are not registered for VAT.

Legal status

Continued from previous page...

Your position in the business

Home country

The country where the headquarters of your business is located.

Agent Registered Address

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Section 2 of 21

PREMISES DETAILS

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003.

Premises Address

Are you able to provide a postal address, OS map reference or description of the premises?

☒ Address ☐ OS map reference ☐ Description

Postal Address Of Premises

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Further Details

Telephone number

Non-domestic rateable value of premises (£)

Section 3 of 21

APPLICATION DETAILS

In what capacity are you applying for the premises licence?

- ☐ An individual or individuals
- ☒ A limited company / limited liability partnership
- ☐ A partnership (other than limited liability)
- ☐ An unincorporated association
- ☐ Other (for example a statutory corporation)
- ☐ A recognised club
- ☐ A charity
- ☐ The proprietor of an educational establishment
- ☐ A health service body
- ☐ A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- ☐ A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- ☐ The chief officer of police of a police force in England and Wales

Confirm The Following

- ☒ I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities
- ☐ I am making the application pursuant to a statutory function
- ☐ I am making the application pursuant to a function discharged by virtue of His Majesty's prerogative

Section 4 of 21

NON INDIVIDUAL APPLICANTS

Provide name and registered address of applicant in full. Where appropriate give any registered number. In the case of a partnership or other joint venture (other than a body corporate), give the name and address of each party concerned.

Non Individual Applicant's Name

Name

Details

Registered number (where applicable)

Description of applicant (for example partnership, company, unincorporated association etc)

Continued from previous page...

Private Limited Company

Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Contact Details

E-mail

roberts@rdslaw.uk

Telephone number

Other telephone number

* Date of birth

* Nationality

Documents that demonstrate entitlement to work in the UK

Add another applicant

Section 5 of 21

OPERATING SCHEDULE

When do you want the premises licence to start?

05 / 04 / 2024
dd mm yyyy

If you wish the licence to be valid only for a limited period, when do you want it to end

/ /
dd mm yyyy

Provide a general description of the premises

For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off- supplies you must include a description of where the place will be and its proximity to the premises.

Supermarket and convenience store.

Continued from previous page...

If 5,000 or more people are expected to attend the premises at any one time, state the number expected to attend

Section 6 of 21

PROVISION OF PLAYS

[See guidance on regulated entertainment](#)

Will you be providing plays?

☐ Yes ☒ No

Section 7 of 21

PROVISION OF FILMS

[See guidance on regulated entertainment](#)

Will you be providing films?

☐ Yes ☒ No

Section 8 of 21

PROVISION OF INDOOR SPORTING EVENTS

[See guidance on regulated entertainment](#)

Will you be providing indoor sporting events?

☐ Yes ☒ No

Section 9 of 21

PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

[See guidance on regulated entertainment](#)

Will you be providing boxing or wrestling entertainments?

☐ Yes ☒ No

Section 10 of 21

PROVISION OF LIVE MUSIC

[See guidance on regulated entertainment](#)

Will you be providing live music?

☐ Yes ☒ No

Section 11 of 21

PROVISION OF RECORDED MUSIC

[See guidance on regulated entertainment](#)

Will you be providing recorded music?

☐ Yes ☒ No

Section 12 of 21

PROVISION OF PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will you be providing performances of dance?

Continued from previous page...

Section 13 of 21

PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will you be providing anything similar to live music, recorded music or performances of dance?

☐ Yes ☒ No

Section 14 of 21

LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

☐ Yes ☒ No

Section 15 of 21

SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

☒ Yes ☐ No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

Continued from previous page...

SUNDAY

Start	<input type="text" value="07:00"/>	End	<input type="text" value="23:00"/>
Start	<input type="text"/>	End	<input type="text"/>

Will the sale of alcohol be for consumption:

- ☐ On the premises ☒ Off the premises ☐ Both

If the sale of alcohol is for consumption on the premises select on, if the sale of alcohol is for consumption away from the premises select off. If the sale of alcohol is for consumption on the premises and away from the premises select both.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

State the name and details of the individual whom you wish to specify on the licence as premises supervisor

Name

First name	<input type="text" value="Terlochan"/>
Family name	<input type="text" value="Kaur"/>
Date of birth	<div><div>dd</div><div>mm</div><div>yyyy</div></div>

Continued from previous page...

Enter the contact's address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Personal Licence number
(if known)

Issuing licensing authority
(if known)

PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- ☐ Electronically, by the proposed designated premises supervisor
- ☒ As an attachment to this application

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

Section 16 of 21

ADULT ENTERTAINMENT

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

Give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups etc gambling machines etc.

None

Section 17 of 21

HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start 00:00

End 00:00

Start 00:00

End 00:00

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

Continued from previous page...

TUESDAY

Start	<input type="text" value="00:00"/>	End	<input type="text" value="00:00"/>
Start	<input type="text" value="00:00"/>	End	<input type="text" value="00:00"/>

WEDNESDAY

Start	<input type="text" value="00:00"/>	End	<input type="text" value="00:00"/>
Start	<input type="text" value="00:00"/>	End	<input type="text" value="00:00"/>

THURSDAY

Start	<input type="text" value="00:00"/>	End	<input type="text" value="00:00"/>
Start	<input type="text" value="00:00"/>	End	<input type="text" value="00:00"/>

FRIDAY

Start	<input type="text" value="00:00"/>	End	<input type="text" value="00:00"/>
Start	<input type="text" value="00:00"/>	End	<input type="text" value="00:00"/>

SATURDAY

Start	<input type="text" value="00:00"/>	End	<input type="text" value="00:00"/>
Start	<input type="text" value="00:00"/>	End	<input type="text" value="00:00"/>

SUNDAY

Start	<input type="text" value="00:00"/>	End	<input type="text" value="00:00"/>
Start	<input type="text" value="00:00"/>	End	<input type="text" value="00:00"/>

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 18 of 21

LICENSING OBJECTIVES

Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b,c,d,e)

Continued from previous page...

List here steps you will take to promote all four licensing objectives together.

Premises operated under a premises licence since conversion to the Licensing Act 2003 without review. Licence has been surrendered by a previous tenant. The store size has been reduced and this application is to replace the licence that was in place. Additional conditions are proposed. See proposed conditions named Annex 1

b) The prevention of crime and disorder

See proposed conditions named Annex 1

c) Public safety

See proposed conditions named Annex 1

d) The prevention of public nuisance

See proposed conditions named Annex 1

e) The protection of children from harm

See proposed conditions named Annex 1

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NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK

Continued from previous page...

Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this in one of two ways: 1) by providing with this application copies or scanned copies of the documents listed below (which do not need to be certified), or 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

Continued from previous page...

- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
 - evidence of the applicant's own identity – such as a passport,
 - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
 - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
 - (i) working e.g. employment contract, wage slips, letter from the employer,
 - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
 - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
 - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

Original documents must not be sent to licensing authorities. If the document copied is a passport, a copy of the following pages should be provided:-

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

Continued from previous page...

If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

Home Office online right to work checking service

As an alternative to providing a copy of the documents listed above, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their 9-digit share code (provided to them upon accessing the service at <https://www.gov.uk/prove-right-to-work>) which, along with the applicant's date of birth (provided within this application), will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be checked online. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copy documents as set out above.

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NOTES ON REGULATED ENTERTAINMENT

Continued from previous page...

In terms of specific **regulated entertainments** please note that:

- Plays: no licence is required for performances between 08:00 and 23:00 on any day, provided that the audience does not exceed 500.
- Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08:00 and 23:00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
- Indoor sporting events: no licence is required for performances between 08:00 and 23:00 on any day, provided that the audience does not exceed 1000.
- Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08:00 and 23:00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
- Live music: no licence permission is required for:
 - o a performance of unamplified live music between 08:00 and 23:00 on any day, on any premises.
 - o a performance of amplified live music between 08:00 and 23:00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08:00 and 23:00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08:00 and 23:00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o a performance of amplified live music between 08:00 and 23:00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
 - o any playing of recorded music between 08:00 and 23:00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o any playing of recorded music between 08:00 and 23:00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o any playing of recorded music between 08:00 and 23:00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

Continued from previous page...

- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - o any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

Section 21 of 21

PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card. Fees are dependent on the business rate band of the premises. Further information is provided at the link below: <https://www.leicester.gov.uk/business/licences-and-permits/entertainment-food-and-drink-licensing/alcohol-entertainment-and-late-night-refreshment/policy-and-guidance/>

* Fee amount (£)

315.00

DECLARATION

[Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).

The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate (please see note 15)

☒ Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

* Full name

Robert Sutherland

* Capacity

Authorised Agent for the Applicant

* Date

07 / 03 / 2024
dd mm yyyy

Add another signatory

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...
2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/leicester/apply-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

Continued from previous page...

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

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED

OFFICE USE ONLY

Applicant reference number

Fee paid

Payment provider reference

ELMS Payment Reference

Payment status

Payment authorisation code

Payment authorisation date

Date and time submitted

Approval deadline

Error message

Is Digitally signed

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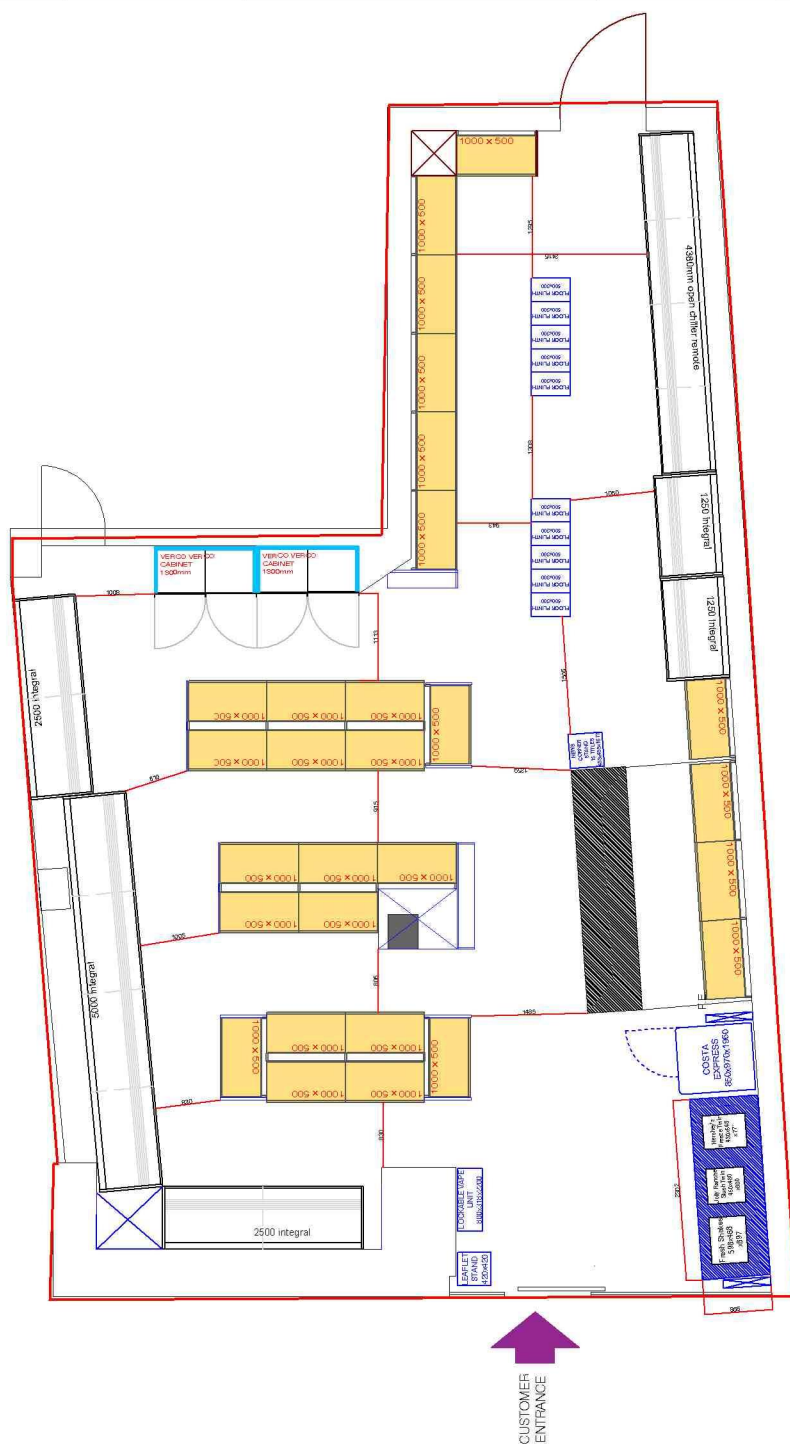
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Next >

ADDRESS	PREMIER STORES 91 NARSDROUGH ROAD LEICESTERSHIRE LE3 0PA
FORMAT	PREMIER
SALES AREA	
GROUND FLOOR AREA	
FIRST FLOOR AREA	
DRAWN BY	
SCALE	1:100 @ A2
DATE	07.05.2024
REVISION	LICENSING

NOTES

F.E. Fire extinguisher (water)

[illegible]

Proposed conditions for discussion with authorities for Premier Convenience Store, 97-99 Narborough Road

1. "Challenge 25":

The Licensee to adhere to a "Challenge 25" policy where all customers who appear to be under the age of 25 and attempt to purchase alcohol or other age-restricted products are asked for proof of their age.

The Licensee to prominently display notices advising customers of the "Challenge 25" policy.

The following proofs of age are the only ones to be accepted :

- Proof of age cards bearing the "Pass" hologram symbol
- UK Photo Driving licence
- Passport

The Licensee to ensure that each member of staff authorised to sell alcohol is sufficiently capable and confident to confront and challenge under - 18s attempting to purchase alcohol.

Notices will be prominently displayed at the entry and point of sale stating that CCTV is in use, challenge 25 is operated and the provisions of the licensing act regarding underage and proxy purchases and sales.

2 Training

All staff will be trained for their role on induction and at regular intervals of six months thereafter. Training will include identifying persons under 25, making a challenge, acceptable proof of age, making and recording a refusal, avoiding conflict and responsible alcohol retailing.

Written training records will be kept and made available to police or council officers on request.

3. Refusals Book:

The licensee to keep a register of refused sales of all age- restricted products (Refusals Book).

The refusals book to contain details of time and date, description of the attempting purchaser, description of the age restricted products they attempted to purchase, reason why the sale was refused and the name/signature of the sales person refusing the sale.

The Refusals book to be examined on a regular basis by the Licensee and date and time of each examination to be endorsed in the book.

The Refusals Book to be kept on the licensed premises and made available for inspection by the Licensing Officer, Trading Standards or the Police.

4. CCTV:

The CCTV system shall be maintained in working condition and record the premises whilst it is open to the public.

Recordings to be retained for a minimum of 31 days and be made available to the Police or Officers of the Council upon request and be of evidential quality.

The equipment MUST have a suitable export method ie CD/DVD/USB facility so that the Police can make evidential copy of the data they require, this data should be in the native file format to ensure that no image quality is lost when making the copy. If this format is non- standard, i.e. manufacturers proprietary, then the manufacturer should supply the replay software to ensure that the video on the CD can be replayed by the Police and the Licensing Authority on a standard computer. Subject to the Data Protection act 2018, copies must be made available to the police and officers of the council upon request.

Cameras on the entrances must capture full frame shots of the heads and shoulders of ALL people entering the premises, i.e. capable of identification.

To have signs displayed in the customer area to advise that CCTV is in operation.

Should the CCTV become non-functional this will be reported immediately to the Licensing Authority.

A log will be maintained detailing maintenance and any downloads from the system.

5. Notices will be prominently displayed by the exit:

a. asking customers to respect nearby residents and to leave quietly, not to loiter outside the shop and not to drink in the street so as to cause a nuisance or disorder in the area.

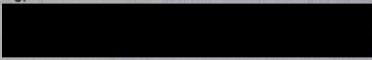
b. The road outside is covered by the Leicester City wide Public Spaces Protection Order preventing alcohol being consumed in an anti-social manner. Please drink responsibly and do not disturb or annoy local residents.

Consent of individual to being specified as premises supervisor

TERLOCHAN KAUR

I
[full name of prospective premises supervisor]

of



[home address of prospective premises supervisor]

hereby confirm that I give my consent to be specified as the designated premises supervisor in relation to the application for
Application for new premises licence

[type of application]

by

JOHAL AND DEOL LTD

[name of applicant]

relating to a premises licence NEW APPLICATION

[number of existing licence, if any]

for

Premier Stores
97-99 Narborough Road, Leicester LE3 0PA

[name and address of premises to which the application relates]

Consent of individual to being specified as premises supervisor

TERLOCHAN KAUR

I
[full name of prospective premises supervisor]

of



[home address of prospective premises supervisor]

hereby confirm that I give my consent to be specified as the designated premises supervisor in relation to the application for
Application for new premises licence

[type of application]

by

JOHAL AND DEOL LTD

[name of applicant]

relating to a premises licence NEW APPLICATION

[number of existing licence, if any]

for

Premier Stores
97-99 Narborough Road, Leicester LE3 0PA

[name and address of premises to which the application relates]

and any premises licence to be granted or varied in respect of this application made by

Johal and Deol Ltd.

[name of applicant]

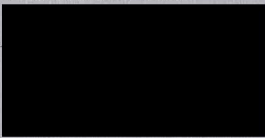
concerning the supply of alcohol at

Premier Stores
97-99 Narborough Road, Leicester LE3 0PA

[name and address of premises to which application relates]

I also confirm that I am entitled to work in the United Kingdom and am applying for, intend to apply for or currently hold a personal licence, details of which I set out below.

Personal licence number



[insert name and address and telephone number of personal licence issuing authority, if any]

Signed



Name (please print) TERLOCHAN KAUR

Date 6th March 2024

Representation in respect of a New Premises Application

Licensing Act 2003

Details of person or body making representation:	
Your Name:	Bobby Smiljanic
Your position/role:	Licensing Enforcement Manager

Details of premises representation is about:	
Name of Premises:	Premier Stores
Address of premises:	97-99 Narborough Road Leicester LE3 0PA
Application No. (if known)	162324

Please tick one or more of the licensing objectives that your representation relates to:	
Prevention of Crime and Disorder	<input checked="" type="checkbox"/>
Public Safety	<input checked="" type="checkbox"/>
Prevention of Public Nuisance	<input checked="" type="checkbox"/>
Protection of Children from Harm	<input checked="" type="checkbox"/>

Authority Declarations:
<p>I write in my capacity as Licensing Enforcement Manager for Leicester City Council Licensing Authority on the authority delegated to me.</p> <p>Please take notice that I am satisfied that allowing the premises to be used in accordance with the application would undermine the above stated Licensing Objectives and as such submit our representations.</p>

Representations:
<p>We would like to submit our representations for this premises application based upon the above stated licensing objectives.</p>

The application is for a new Premises Licence for Premier Stores at 97-99 Narborough Road. The opening hours of the premises are 00:00hrs until 23:59hrs Monday to Sunday; the supply of alcohol for consumption off the premises will be Mondays to Sundays from 07:00hrs until 23:00hrs.

The application suggests that the premises will continue to be used as a shop selling groceries and tobacco products.

No seasonal variations have been applied for.

The premises is located at 97-99 Narborough Road in the Westcotes ward of the city. The area consists of commercial buildings, retail premises, cafes, bars and restaurants, religious establishments and residential properties. There are no other late night alcohol retailers in the immediate vicinity. The premises has been operating as a supermarket for over 20 years.

The proposed area to be licensed is on the ground floor only using the front door for both access and egress.

At 11:30hrs on Thursday 28th March 2024, Elizabeth Arculus, Licensing Officer within the Licensing Enforcement Team at Leicester City Council attended the premises and was met by the applicant and premises licence holder Mrs Terlochan Kaur and her son [REDACTED]. They went through the building together and the purpose of the facility was explained to them. They discussed the general operation of the premises and Mrs Kaur explained some of the methods to counter some of the concerns that were raised whilst being shown round.

Some of the specifics that Mrs Kaur (personal alcohol licence holder [REDACTED]) relayed were that she and her son [REDACTED] (personal alcohol licence holder [REDACTED]) would both be on the premises throughout the day. Mrs Kaur would be splitting her time between 2 premises as she is also the DPS for ABS Grocers at 126 Narborough Road (LEIPRM0806).

The CCTV was in operation at the shop. There are 16 cameras internally and 4 externally with 2 monitors in full view at the front of the shop. The footage can be viewed by Mrs Kaur and Mr Singh and is currently retained for 14 days. However, the applicant was advised that it would need to be retained for a minimum of 31 days.

The applicant advised that the Refusals Log would be in place once the shop was fully operational.

Mrs Kaur confirmed that at present the shop would be closing at 23:00hrs and would not remain open for 24 hours a day as stated in the application. However the Licensing Officer advised that certain mitigations would still need to be in place to prevent the sale of alcohol after 23:00hrs and these would form part of the conditions detailed below.

The Licensing Authority do have concerns about the premises and the effects it may have on the local community, both business and residential. This relates to the timings of the applied activities and also the detail of the operating schedule that has been applied for. The operating schedule does lay out some of the intentions of the applicant however, it is loose in specifically how they would uphold the licensing objectives.

We believe that with the amendments and additions shown below that the premises and applicant could promote the licensing objectives in line with conducting their business in a safe manner.

Conditions Details:

We believe the below additions/amendments of conditions in full, which we believe are reasonable, proportionate and enforceable, may assist the Licence Holder in upholding the licensing objectives.

We have detailed, for clarity, those that

- (a) We believe should be replaced from the applied operating schedule with our proposed wording
- (b) Those to be removed from the operating schedule and;
- (c) Those that are in addition.

Any wording on the operating schedule that is not detailed below to remain on any licence

(a) Conditions to be replaced from Operating Schedule

Wording contained within the applied operating schedule as copied below be replaced with Requested Condition/s:

Operating Schedule Wording:

- The CCTV system shall be maintained in working condition and record the premises whilst it is open to the public.
- Recordings to be retained for a minimum of 31 days and be made available to the Police or Officers of the Council upon request and be of evidential quality.
- The licensee to keep a register of refused sales of all age – restricted products (Refusals Book).
- The refusals book to contain details of time and date, description of the attempting purchaser, description of the age restricted products they attempted to purchase, reason why the sale was refused and the name/signature of the sales person refusing the sale.

To be replaced with:

- The licence holder will ensure a high definition, colour HD CCTV camera system is installed, operational and recording whilst the premises is open to the public. The system must permit the identification of individual(s) in all lighting conditions.
- CCTV cameras must cover all areas that the public have access to, including the entrance, exit and forecourt area immediately outside the premises.
- CCTV system images must be securely stored, display an accurate date/time stamp and retained for a minimum of 31 days.
- The licence holder will ensure the premises CCTV is provided to an officer from a responsible authority in a downloadable and viewable format within fourteen days of being requested.
- The licence holder will ensure that there is always a member of staff trained and available to download CCTV images/ footage immediately or an agreed timescale if requested by the police or the Licensing Authority.
- An incident log shall be kept on the premises, retained for a period of 12 months from the date of the incident and made available to an officer from a responsible authority upon

<p>request. The incident log must be completed within 24 hours of the incident and record the following:</p> <ul style="list-style-type: none"> (a) All crimes reported to the premises. (b) Any ejections of patrons. (c) Any complaints received concerning crime, disorder and anti-social behaviour. (d) Any incidents of crime, disorder and anti-social behaviour inside, associated to the premises or immediately outside the premises. (e) Any faults in the CCTV system. (f) Any refusal of age restricted products

(b) Conditions to be removed from Operating Schedule
<i>Wording contained within the applied operating schedule as copied below be <u>removed</u>:</i>
Operating Schedule Wording to be removed:
<ul style="list-style-type: none"> • N/A

(c) Requested Additional Conditions
<i>Condition/s wording below to be added in full to any granted licence:</i>
<ul style="list-style-type: none"> • A Challenge 25 policy will be adopted with the only acceptable proof of age identification consisting of a current passport, photo card driving licence or identification carrying a PASS logo. A training record must be kept on the premises, retained for 12 months from the date of the incident and produced to an officer from a responsible authority upon request. • The licence holder will ensure that spirits will be located behind the counter. • The licence holder will ensure that there shall be no sale of beer, cider, lager or perry in single cans or bottles of the same or smaller size to a standard can on the premises. • Alcohol shall only be sold when a personal licence holder is on site. • The licence holder shall ensure the supply of alcohol is prohibited from 23:00hrs to 07:00hrs, ensuring that all alcohol is covered by an appropriate blind and cannot be touched by customers during the hours it is not for sale. • The licence holder will ensure that the times when alcohol is not for sale is indicated sufficiently on store signage. • Bins and bottles will only be emptied between 07:00hrs and 22:00hrs. • The licence holder will ensure that a full fire risk assessment will be conducted and reviewed and implemented in line with Fire Safety Legislation annually. • There will be regular safety checks of areas such as toilets and entrances/exits and recorded in a logbook which will be kept on the premises and immediately available upon request from any authority officers. • The Licence is subject to Leicester City Council's Standard Conditions for Places of Public Entertainment, published on the Licensing Authority's website www.leicester.gov.uk/licensing

Appendix:	
No Appendix	Click or tap here to enter text.

Authority Signatures:

Bobby Smiljanic
Licensing Enforcement Manager
Leicester City Council
28/03/2024

Reporting Officer
Elizabeth Arculus

Licensing Authority Details:

Licensing Authority
Licensing Enforcement
York House
91 Granby Street
LE1 6FB

Tel: 0116 4540049
Email: licensingenforcement@leicester.gov.uk
www.leicester.gov.uk/licensing

Notice Sent to:

Please note that this representation has been sent to:

- (1) Licensing Authority Applications Team, Leicestershire Police Licensing, Noise Pollution Team, Leicestershire Fire & Rescue Service
- (2) Applicant and/or Agent

Agreement Notice Applicant (if applicable & only valid if signed)

Licensing Enforcement Agreement Confirmation (if applicable & only valid if signed)

CONDITIONS

CONDITIONS CONSISTENT WITH THE OPERATING SCHEDULE
<p>The Licensee to adhere to a "Challenge 25" policy where all customers who appear to be under the age of 25 and attempt to purchase alcohol or other age restricted products are asked for proof of their age.</p> <p>The Licensee to prominently display notices advising customers of the "Challenge 25" policy.</p> <p>The following proofs of age are the only ones to be accepted :</p> <ul style="list-style-type: none"> • Proof of age cards bearing the "Pass" hologram symbol • UK Photo Driving licence • Passport
The Licensee to ensure that each member of staff authorised to sell alcohol is sufficiently capable and confident to confront and challenge under - 18s attempting to purchase alcohol.
Notices will be prominently displayed at the entry and point of sale stating that CCTV is in use, challenge 25 is operated and the provisions of the licensing act regarding underage and proxy purchases and sales.
All staff will be trained for their role on induction and at regular intervals of six months thereafter. Training will include identifying persons under 25, making a challenge, acceptable proof of age, making and recording a refusal, avoiding conflict and responsible alcohol retailing.
Written training records will be kept and made available to police or council officers on request.
The licensee to keep a register of refused sales of all age- restricted products (Refusals Book).
The refusals book to contain details of time and date, description of the attempting purchaser, description of the age restricted products they attempted to purchase, reason why the sale was refused and the name/signature of the sales person refusing the sale.
The Refusals book to be examined on a regular basis by the Licensee and date and time of each examination to be endorsed in the book.
The Refusals Book to be kept on the licensed premises and made available for inspection by the Licensing Officer, Trading Standards or the Police.
The CCTV system shall be maintained in working condition and record the premises whilst it is open to the public. Recordings to be retained for a minimum of 31 days and be made available to the Police or Officers of the Council upon request and be of evidential quality.
The equipment MUST have a suitable export method ie CD/DVD/USB facility so that the Police can make evidential copy of the data they require, this data should be in the native file format to ensure that no image quality is lost when making the copy. If this format is non- standard, i.e. manufacturers proprietary, then the manufacturer should supply the replay software to ensure that the video on the CD can be replayed by the Police and the Licensing Authority on a standard computer. Subject to the Data Protection act 2018, copies must be made available to the police and officers of the council upon request.
Cameras on the entrances must capture full frame shots of the heads and shoulders of ALL people entering the premises, i.e. capable of identification.
To have signs displayed in the customer area to advise that CCTV is in operation.
Should the CCTV become non-functional this will be reported immediately to the Licensing Authority.
A log will be maintained detailing maintenance and any downloads from the system.
<p>Notices will be prominently displayed by the exit:</p> <p>a. asking customers to respect nearby residents and to leave quietly, not to loiter</p>

outside the shop and not to drink in the street so as to cause a nuisance or disorder in the area. b. The road outside is covered by the Leicester City wide Public Spaces
Protection Order preventing alcohol being consumed in an anti-social manner.
Please drink responsibly and do not disturb or annoy local residents.
CONDITIONS ATTACHED BY THE ENFORCEMENT TEAM
The licence holder will ensure a high definition, colour HD CCTV camera system is installed, operational and recording whilst the premises is open to the public. The system must permit the identification of individual(s) in all lighting conditions.
CCTV cameras must cover all areas that the public have access to, including the entrance, exit and forecourt area immediately outside the premises.
CCTV system images must be securely stored, display an accurate date/time stamp and retained for a minimum of 31 days.
The licence holder will ensure the premises CCTV is provided to an officer from a responsible authority in a downloadable and viewable format within fourteen days of being requested.
The licence holder will ensure that there is always a member of staff trained and available to download CCTV images/ footage immediately or an agreed timescale if requested by the police or the Licensing Authority.
An incident log shall be kept on the premises, retained for a period of 12 months from the date of the incident and made available to an officer from a responsible authority upon request. The incident log must be completed within 24 hours of the incident and record the following: <ul style="list-style-type: none"> • (a) All crimes reported to the premises. • (b) Any ejections of patrons. • (c) Any complaints received concerning crime, disorder and anti-social behaviour. • (d) Any incidents of crime, disorder and anti-social behaviour inside, associated to the premises or immediately outside the premises. • (e) Any faults in the CCTV system. • (f) Any refusal of age restricted products
A Challenge 25 policy will be adopted with the only acceptable proof of age identification consisting of a current passport, photo card driving licence or identification carrying a PASS logo. A training record must be kept on the premises, retained for 12 months from the date of the incident and produced to an officer from a responsible authority upon request.
The licence holder will ensure that spirits will be located behind the counter.
The licence holder will ensure that there shall be no sale of beer, cider, lager or perry in single cans or bottles of the same or smaller size to a standard can on the premises.
Alcohol shall only be sold when a personal licence holder is on site.
The licence holder shall ensure the supply of alcohol is prohibited from 23:00hrs to 07:00hrs, ensuring that all alcohol is covered by an appropriate blind and cannot be touched by customers during the hours it is not for sale.
The licence holder will ensure that the times when alcohol is not for sale is indicated sufficiently on store signage.
Bins and bottles will only be emptied between 07:00hrs and 22:00hrs.
The licence holder will ensure that a full fire risk assessment will be conducted and reviewed and implemented in line with Fire Safety Legislation annually.
There will be regular safety checks of areas such as toilets and entrances/exits and recorded in a logbook which will be kept on the premises and immediately available upon request from any authority officers.

The Licence is subject to Leicester City Council's Standard Conditions for Places of Public Entertainment, published on the Licensing Authority's website www.leicester.gov.uk/licensing

Code of Practice for Hearings - Licensing Act 2003

Version 4a

July 2014

1. Introduction

- 1.1. This Code of Practice sets out how hearings to be held by Leicester City Council in its role as Licensing Authority under the Licensing Act 2003 will be conducted.
- 1.2. The Licensing Act – Hearings Regulations 2004 also regulate the conduct of hearings and this Code should be read in conjunction with those regulations. In the event of uncertainty the Regulations would take precedence.
- 1.3. Members of the Licensing Committee who sit on hearing panels are also governed by the “Code Of Practice For Member Involvement in Licensing Matters.”
- 1.4. The types of hearings to which this Code of Practice is applicable are set out in Sections 6.

2. Objectives

- 2.1. Hearings will be conducted in order to achieve the following objectives:
 - The decision making process promotes the licensing objectives of the prevention of crime and disorder, public safety, the prevention of public nuisance, and the protection of children from harm.
 - All parties are given a fair hearing.
 - Hearings are conducted in an efficient manner.

3. Roles

- 3.1. The Licensing Committee has delegated the holding of hearings to Licensing Sub-Committees of three members. Members of the Sub-Committee will:
 - Consider information and evidence presented by the parties;
 - Control the conduct of hearings in accordance with this code;
 - Ask questions of the parties that are relevant to the matter to be determined.
 - Seek advice from the Legal Advisor and Licensing Officer
 - Make a determination at the conclusion of the hearing.
- 3.2. The Legal Advisor will give legal advice to the Sub-Committee on the following matters:
 - The interpretation of legislation;
 - Other legal matters;
 - The admissibility and relevance of evidence and other information presented by the parties;
 - The relevance and appropriateness of questions.The Legal Advisor will remain neutral to the decision making process.
- 3.3. The Committee Secretary will make a record of the hearing and will advise the Sub-Committee on the procedure to be followed. The Committee Secretary will remain neutral to the decision making process.

- 3.4. The Licensing Officer will provide the factual details of the matter to be considered and offer advice to the Sub-Committee on the Licensing Act, the authority's Licensing Policy and the Guidance issued by the Secretary of State, as they relate to the application and representations made. The Licensing Officer will remain neutral to the decision making process.
- 3.5. The Parties to the hearing include the applicant and any responsible authority or interested party who has made a representation or given a notice in respect of the application. They will be able to give further information in support of their application, representation or notice, to clarify any point that the Licensing Authority has raised, to address the Sub-Committee and, if given permission by the authority, question another party.
- 3.6. Ward councillors who appear at licensing hearings as interested parties, because they have made representations or requested reviews, will be given the same opportunities and be subject to the same restrictions as other parties to the hearing.

4. General Matters

4.1. Setting of Date for Hearings

- 4.1.1. In view of the requirement to hold hearings within specified times, the Licensing Authority will generally be unable to enter into discussions to identify dates convenient to all parties concerned.
- 4.1.2. The Licensing Authority will give notice of the hearing as set out in Section 6.
- 4.1.3. The notice will specify any points that the Licensing Authority would like to be clarified at the hearing.
- 4.1.4. In exceptional circumstances, the Licensing Authority will consider applications to adjourn hearings to a later date.

4.2. Notice of Attendance

- 4.2.1. Any party receiving a notice of hearing will give the Licensing Authority, within the time period specified in Section 6, a notice of whether they intend to attend or be represented at the hearing, or whether they consider a hearing to be unnecessary.
- 4.2.2. If a party wishes any other person (other than a person representing them) to appear at the hearing, the notice shall also contain a request for permission for this, with details of the name of the person and a brief description of the points that the person would be able to make.
- 4.2.3. If a party has not notified the Licensing Authority of their intention to attend a hearing, the rights of the party, as outlined in Paragraph 3.5 above, may only be exercised with the agreement of the Sub-committee.

4.3. Non- Attendance at Hearings

- 4.3.1. If a party to a hearing fails to attend, the licensing authority may hold the hearing in that party's absence unless it considers it in the public interest to adjourn the hearing to a later date.
- 4.3.2. Where a hearing is held in the absence of a party, any written representation made by the party will be considered by the Licensing Authority at the hearing.

4.4. Visits to Premises

- 4.4.1. In certain situations a visit to a premises that is the subject of a hearing may prove useful. This will be dependant on the purpose of the hearing and the level of information that is provided at the hearing. However, care needs to be taken to ensure that the visit does not prejudice the hearing, by evidence being presented at the visit, other than about the physical layout of the premises. Members should also be aware that, because of the limited time during which it is possible to arrange a visit, the timing may not always be the most convenient for all involved.
- 4.4.2. Where, after considering the information presented at the hearing, members of the panel believe that a visit would be useful, a visit may be organised subject to the following
 - The permission of the occupier of the premises being granted.
 - A suitable date being found for the visit within the time allowed for determination on the application.
 - Discussion of the application not taking place during the visit
 - An opportunity being provided for the other parties to the hearing to be present during the visit.

4.5. Documentary Evidence

- 4.5.1. Eight copies of any documentary or written information to be presented at hearings should be submitted to the Licensing Authority in accordance with the timescales set out in Section 6.
- 4.5.2. Parties to the hearing should also submit a written summary, of no more than one page of A4, of all information they intend to present at the hearing.
- 4.5.3. The Licensing Authority will forward copies of evidence and information to other parties to the hearing.
- 4.5.4. The Sub-Committee may only consider evidence submitted at the hearing if all parties agree to its late submission.

4.6. Maximum Time Allowances at Hearings

- 4.6.1. The Licensing Authority is required by regulation to allow the same maximum times for the parties to undertake the functions identified in paragraph 3.5 above. These are set out in Section 6.
- 4.6.2. Applications that all parties should be allowed extra time to undertake their functions, would need to be made in advance of the hearing. In these circumstances it may be possible to rearrange the hearing provided that statutory deadlines can still be met.

4.7. Public Hearings

- 4.7.1. Hearings will be in public.
- 4.7.2. The Sub-Committee may exclude the public from a hearing if it considers it in the public interest to do so.

4.8. Right of Assistance and Representation

- 4.8.1. Any party to a hearing may be assisted or represented by any person whether legally qualified or not.

5. Procedure at Hearings

5.1. Format of Hearings

- 5.1.1. Hearings will take the form of a discussion led by the authority. Cross-examination will not be allowed unless the authority considers it necessary for it to consider the matter being dealt with.

5.2. Introductions

- 5.2.1. The Chair of the Sub-Committee will arrange for all parties present to introduce themselves.
- 5.2.2. The Chair will explain the procedure to be followed.

5.3. Licensing Officer's Report

- 5.3.1. The Licensing Officer will present a report that will:
 - confirm the purpose of the hearing
 - set out the factual details of the matter to be considered
 - provide advice about how the Licensing Act, statutory guidance and the authority's policy relates to the application and any representations made
 - in respect of premises licences, a schedule of the conditions that are consistent with the operating schedule submitted with the application
 - a schedule of the points that require clarification that were identified in the notice of hearing.

5.4. Presentation of Information

- 5.4.1. Each party will clarify any points raised by the authority and give further information in support of their representation, notice or application. Questions about the information may be asked by the Sub-Committee members (see Paragraph 5.5). Cross-examination by another party will not be allowed unless the Sub-Committee consider it would assist them in arriving at a determination.
- 5.4.2. The Licensing Authority will seek to focus the hearing on the promotion of the licensing objective that gave rise to the hearing and avoid the hearing straying into undisputed areas. The information should therefore be relevant and relate to the representation, notice or other determination to be considered and to the promotion of the licensing objectives.
- 5.4.3. Where more than one representation has been made, the party making the representation should avoid duplicating the points made by other parties although they may briefly state their agreement with them.
- 5.4.4. Generally, the parties may not add further representations to those disclosed to the applicant prior to the hearing, but they may amplify their existing representation.
- 5.4.5. Information will be presented first by the party making the representation or notice followed by a response by the applicant. Where there is more than one party giving a representation or notice, the Sub-Committee will decide which order they should take.
- 5.4.6. The maximum time allowed for each presentation is set out in Section 6.

5.5. Questions

- 5.5.1. Following each presentation, members of the Sub-Committee may ask questions.
- 5.5.2. The questions will be relevant and relate to the representation, notice or other determination to be considered. Duplication will be avoided.
- 5.5.3. Where the Sub-Committee consider it would assist them in arriving at a determination, they may give permission for another party, or one of the officers present to ask a question.
- 5.5.4. The maximum time allowed for questions by another party in relation to each presentation is set out in Section 6.

5.6. Final Addresses to the Sub-Committee

- 5.6.1. Following the completion of presentations and questions, each party may address the Sub-Committee. This will be done in the order in which presentations were given.
- 5.6.2. The maximum time allowed for addressing the Sub-Committee is set out in Section 6.

5.7. Close of Hearing

- 5.7.1. On completion of all presentations and questions, the Chair of the Sub-Committee will declare the hearing closed.

5.8. Determination

- 5.8.1. The Sub-Committee will make a determination of the matters to be considered within the timescales set out in Section 6.
- 5.8.2. In coming to a determination the Sub-Committee may take advice from its Licensing Officer and Legal Advisor. All such advice will be given in the presence of the parties to the hearing.
- 5.8.3. Where the parties of the hearing are excluded from the hearing whilst the Sub-Committee considers its determination, then except as allowed for in Paragraph 5.8.4 below, all persons present, including council officers, will also be excluded from the hearing. As an exception to the above, the Sub-Committee may decide that the Committee Services Officer may remain to record, but not take part in, the decision making process.
- 5.8.4. After reaching its determination, the Sub-Committee may ask the Legal Advisor present to verify the wording of the determination and the Committee Services Officer to record the decision, prior to it being announced to the parties. This verification and recording may take place in private.

5.9. Announcement of Determination and Notification

- 5.9.1. If the Sub-Committee has made its determination immediately after the hearing, it will announce its decision, and where applicable the reasons for it, to the parties present.
- 5.9.2. Written notification of the determination will be given to the parties within the timescales set out in Section 6. Notifications will include information about the rights of appeal against the determination made.
- 5.9.3. Where there is any discrepancy between the announcement of the decision and the written notification, the written notification will take precedence.

Details Applicable to Each Type of Hearing

5.10. Determination of Application for Personal Licence – Section 120(7)(a) Determination of Application for Renewal of Personal Licence – Section 121(6)(a)

Period in which Hearing to be held	20 working days from the date of end of period for notice by police
Period of Notice of Hearing	10 working days
Parties to be Notified	The Applicant The Chief Officer of Police
Period of Notice of Attendance at Hearing	5 working days before hearing
Period of submission of evidence to be presented at hearing	5 working days before hearing
Maximum time for presentation of evidence and information by each party at hearing	30 minutes
Maximum time for questioning of each party by any other party at hearing	10 minutes
Maximum time for addressing Sub-Committee by each party	5 minutes
Determinations to be made	Whether it is necessary to reject the application to promote the crime prevention objective
Period allowed for Determination by Sub-Committee	5 working days

5.11. Determination of Application for Premises Licence – Section 18(3)(a) Determination of Application for Club Premises Certificate – Section 72(3)(a)

Period in which Hearing to be held	20 working days from the date of end of period for representations
Period of Notice of Hearing	10 working days
Parties to be Notified	The Applicant Parties making representations
Period of Notice of Attendance at Hearing	5 working days before hearing
Period of submission of evidence to be presented at hearing	5 working days before hearing
Maximum time for presentation of evidence and information by each party at hearing	40 minutes
Maximum time for questioning of each party by any other parties at hearing	15 minutes
Maximum time for addressing Sub-Committee by each party	10 minutes
Determinations to be made	Whether to: <ul style="list-style-type: none"> • Grant the licence subject to conditions • To exclude from the licence any of the licensable activities • To refuse to accept the proposed

	<pre>premises supervisor • To reject the application</pre>
Period allowed for Determination by Sub-Committee	5 working days

5.12. Determination of Application for Provisional Statement – Section 31(3)(a)

Period in which Hearing to be held	20 working days from the date of end of period for representations
Period of Notice of Hearing	10 working days
Parties to be Notified	The Applicant Parties making representations
Period of Notice of Attendance at Hearing	5 working days before hearing
Period of submission of evidence to be presented at hearing	5 working days before hearing
Maximum time for presentation of evidence and information by each party at hearing	40 minutes
Maximum time for questioning of each party by any other parties at hearing	15 minutes
Maximum time for addressing Sub-Committee by each party	10 minutes
Determinations to be made	<p>Whether it would be necessary on the completion of the premises, to:</p> <ul style="list-style-type: none"> Grant the licence subject to conditions To exclude from the licence any of the licensable activities To refuse to accept the proposed premises supervisor To reject the application
Period allowed for Determination by Sub-Committee	5 working days

5.13. Determination of Application to Vary Premises Licence – Section 35(3)(a) Determination of Application to Vary Club Premises Certificate – Section 85(3)(a)

Period in which Hearing to be held	20 working days from the date of end of period for representations
Period of Notice of Hearing	10 working days
Parties to be Notified	The Applicant Parties making representations
Period of Notice of Attendance at Hearing	5 working days before hearing
Period of submission of evidence to be presented at hearing	5 working days before hearing
Maximum time for presentation of evidence	40 minutes

and information by each party at hearing	
Maximum time for questioning of each party by any other parties at hearing	15 minutes
Maximum time for addressing Sub-Committee by each party	10 minutes
Determinations to be made	Whether to: <ul style="list-style-type: none"> • Modify the conditions of the licence • To reject the whole
Period allowed for Determination by Sub-Committee	5 working days

5.14. Determination of Application to Change Premises Supervisor – Section 39(3)(a)

Period in which Hearing to be held	20 working days from the date of end of period for notice by police
Period of Notice of Hearing	10 working days
Parties to be Notified	The Applicant The Chief Officer of Police The proposed premises supervisor
Period of Notice of Attendance at Hearing	5 working days before hearing
Period of submission of evidence to be presented at hearing	5 working days before hearing
Maximum time for presentation of evidence and information by each party at hearing	30 minutes
Maximum time for questioning of each party by any other parties at hearing	10 minutes
Maximum time for addressing Sub-Committee by each party	5 minutes
Determinations to be made	Whether it is necessary to reject the application to promote the crime prevention objective
Period allowed for Determination by Sub-Committee	5 working days

5.15. Determination of Application to Transfer Premises Licence – Section 44(5)(a)

Period in which Hearing to be held	20 working days from the date of end of period for notice by police
Period of Notice of Hearing	10 working days
Parties to be Notified	The Applicant The Chief Officer of police The existing licence holder
Period of Notice of Attendance at Hearing	5 working days before hearing

Period of submission of evidence to be presented at hearing	5 working days before hearing
Maximum time for presentation of evidence and information by each party at hearing	30 minutes
Maximum time for questioning of each party by any other parties at hearing	10 minutes
Maximum time for addressing Sub-Committee by each party	5 minutes
Determinations to be made	Whether it is necessary to reject the application for the promotion of the crime prevention objective
Period allowed for Determination by Sub-Committee	5 working days

5.16. Cancellation of Interim Authority Notice – Section 48(3)(a)

Period in which Hearing to be held	5 working days from the date of end of period for notice by police
Period of Notice of Hearing	2 working days
Parties to be Notified	The Applicant The Chief Officer of police
Period of Notice of Attendance at Hearing	1 working days before hearing
Period of submission of evidence to be presented at hearing	1 working days before hearing
Maximum time for presentation of evidence and information by each party at hearing	30 minutes
Maximum time for questioning of each party by any other parties at hearing	10 minutes
Maximum time for addressing Sub-Committee by each party	5 minutes
Determinations to be made	Whether it is necessary to cancel the interim authority notice for the promotion of the crime prevention objective
Period allowed for Determination by Sub-Committee	5 working days

5.17. Review of Premises Licence – Section 52(2)
Review of Club Premises Certificate – Section 82(2)

Period in which Hearing to be held	20 working days from the date of end of period for representations
Period of Notice of Hearing	10 working days

Parties to be Notified	The licence holder Persons making relevant representations The person who made the application for a review
Period of Notice of Attendance at Hearing	5 working days before hearing
Period of submission of evidence to be presented at hearing	5 working days before hearing
Maximum time for presentation of evidence and information by each party at hearing	40 minutes
Maximum time for questioning of each party by any other parties at hearing	15 minutes
Maximum time for addressing Sub-Committee by each party	10 minutes
Determinations to be made	Whether to: <ul style="list-style-type: none"> • Modify the conditions of the licence • Exclude a licensing activity • Remove the designated premises supervisor • Suspend the licence for up to three months • Revoke the licence
Period allowed for Determination by Sub-Committee	5 working days

5.18. Review of Premises Licence following Closure Order – Section 167(5)(a)

Period in which Hearing to be held	10 working days from the date notice from magistrates' court
Period of Notice of Hearing	5 working days
Parties to be Notified	The licence holder Persons making relevant representations
Period of Notice of Attendance at Hearing	2 working days before hearing
Period of submission of evidence to be presented at hearing	2 working days before hearing
Maximum time for presentation of evidence and information by each party at hearing	40 minutes
Maximum time for questioning of each party by any other parties at hearing	15 minutes
Maximum time for addressing Sub-Committee by each party	10 minutes

Determinations to be made	Whether to: <ul style="list-style-type: none"> • Modify the conditions of the licence • Exclude a licensing activity • Remove the designated premises supervisor • Suspend the licence for up to three months • Revoke the licence
Period allowed for Determination by Sub-Committee	At the conclusion of the hearing

5.19. Police objection to Temporary Event Notice – Section 105(2)(a)

Period in which Hearing to be held	7 working days from the date of end of period for notice by police
Period of Notice of Hearing	2 working days
Parties to be Notified	The Applicant The Chief Officer of Police
Period of Notice of Attendance at Hearing	1 working days before hearing
Period of submission of evidence to be presented at hearing	1 working days before hearing
Maximum time for presentation of evidence and information by each party at hearing	40 minutes
Maximum time for questioning of each party by any other parties at hearing	15 minutes
Maximum time for addressing Sub-Committee by each party	10 minutes
Determinations to be made	Whether to give a counter notice
Period allowed for Determination by Sub-Committee	At the conclusion of the hearing

5.20. Consideration of Convictions of Personal Licence Holder – Section 124(4)(a)

Period in which Hearing to be held	20 working days from the date of end of period for notice by police
Period of Notice of Hearing	10 working days
Parties to be Notified	The Applicant The Chief Officer of police
Period of Notice of Attendance at Hearing	5 working days before hearing
Period of submission of evidence to be presented at hearing	5 working days before hearing
Maximum time for presentation of evidence and information by each party at hearing	30 minutes
Maximum time for questioning of each party by any other parties at hearing	10 minutes

Maximum time for addressing Sub-Committee by each party	5 minutes
Determinations to be made	Whether it is necessary to cancel the interim authority notice for the promotion of the crime prevention objective
Period allowed for Determination by Sub-Committee	5 working days

- 5.21. Determination of Application for Conversion to Premises Licence, subject to of Police Notice of Objection – Paragraph 4(3)(a) of Schedule 8
Determination of Application for Conversion to Club Premises Certificate, subject to of Police Notice of Objection – Paragraph 16(3)(a) of Schedule 8

Period in which Hearing to be held	10 working days from the date of end of period for representations
Period of Notice of Hearing	5 working days
Parties to be Notified	The applicant The Chief Officer of Police
Period of Notice of Attendance at Hearing	2 working days before hearing
Period of submission of evidence to be presented at hearing	2 working days before hearing
Maximum time for presentation of evidence and information by each party at hearing	40 minutes
Maximum time for questioning of each party by any other parties at hearing	15 minutes
Maximum time for addressing Sub-Committee by each party	10 minutes
Determinations to be made	Whether it is necessary to reject the application to promote the crime prevention objective.
Period allowed for Determination by Sub-Committee	At the conclusion of the hearing

- 5.22. Determination of Application for Conversion to Personal Licence, subject to a Police Notice of Objection – Paragraph 26(3)(a) of Schedule 8

Period in which Hearing to be held	10 working days from the date of end of period for notice by police
Period of Notice of Hearing	5 working days
Parties to be Notified	The Applicant The Chief Officer of Police
Period of Notice of Attendance at Hearing	2 working days before hearing
Period of submission of evidence to be presented at hearing	2 working days before hearing
Maximum time for presentation of evidence and information by each party at hearing	30 minutes

Maximum time for questioning of each party by any other party at hearing	10 minutes
Maximum time for addressing Sub-Committee by each party	5 minutes
Determinations to be made	Whether it is necessary to reject the application to promote the crime prevention objective
Period allowed for Determination by Sub-Committee	At the conclusion of the hearing

Summary of Procedure at Hearing

1. Introductions

- 1.1. Introduction from Chair
- 1.2. Introduction from other members, officers and the parties

2. Report

- 2.1. Report by the Licensing Officer
- 2.2. Questions by members
- 2.3. Questions by the parties

3. Presentations

- 3.1. Presentation by those making representations
 - 3.1.1. Questions by members
 - 3.1.2. Questions by other parties
- 3.2. Presentation by applicant
 - 3.2.1. Questions by members
 - 3.2.2. Questions by other parties

4. Final Addresses

- 4.1. By those making representations
- 4.2. By the applicant

5. Advice

- 5.1. From the Licensing Officer
- 5.2. From the Legal Advisor

6. Decision

- 6.1. Consideration by members in private
- 6.2. Members come to a decision
- 6.3. Legal Advisor is asked to check the decision
- 6.4. Chair announces decision