



Committee: LICENSING ACT SUB-COMMITTEE

Date: MONDAY, 4 OCTOBER 2010

Venue: LANCASTER TOWN HALL

*Time:* 9.00 A.M.

#### AGENDA

1. **Bodrum, 28 Queen Street. Morecambe** (Pages 1 - 27)

Application for Variation of Licence

2. Morecambe Fried Chicken, 266 Marine Road Central. Morecambe (Pages 28 - 54)

Application for Variation of Licence

3. **Pizzeria Italia, 15 Queen Street. Morecambe** (Pages 55 - 81)

Application for Variation of Licence

4. **Rehmans Takeaway, 26 Queen Street. Morecambe** (Pages 82 - 107)

Application for Variation of Licence

5. Shahi Tandoori Takeaway, 8 Queen Street, Morecambe (Pages 108 - 134)

Application for Variation of Licence

#### **ADMINISTRATIVE ARRANGEMENTS**

(i) Membership

Councillors Helen Helme (Chairman), Bob Roe and Ian McCulloch

(ii) Queries regarding this Agenda

Please contact Tom Silvani, Democratic Services - 01524 582132 - tsilvani@lancaster.gov.uk.

MARK CULLINAN, CHIEF EXECUTIVE, TOWN HALL, DALTON SQUARE, LANCASTER, LA1 1PJ

Published on Thursday 23 September 2010.

## Agenda Item 1

Meeting of: LICENSING ACT SUB-COMMITTEE

Date: 4TH OCTOBER 2010

Report of: HEAD OF LEGAL AND HUMAN RESOURCES

Reference: CM

Title: Hasan Erdem, Bodrum, 28 Queen Street. Morecambe, LA4 5EG

**APPLICATION FOR VARIATION OF LICENCE** 

Members of the Sub-Committee have the following documents attached to this report:

- 1. Copy of current premises licence:- (pages 5 to 8)
- 2. Application form (pages 9 to 22)
- 3. Copy of representation from Lancashire Constabulary :- (page 23)
- 4. Notice of Hearing (pages 24 to 27)

#### **Details of Application**

Hasan Erdem has submitted an application under Section 34 of the Licensing Act 2003 to vary the premises licence for Bodrum, 28 Queen Street, Morecambe LA4 5EG

The current premises licence permits the following: -

Late night refreshment on Sunday to Thursday from 23.00 am to 04.00am the following day, Friday and Saturday from 23.00` to 05.00am the following day with the condition attached to the licence that:

A minimum number of 2 members of door staff registered with the SIA will be on duty from **1am**.

A copy of the current licence is at Document 1 attached to this report.

The application to vary the premises licence is to remove the condition relating to door staff entirely from the licence.

Details of the application to vary the premises licence are set out in the application form, which is Document 2 attached to this report.

#### **Representations**

Under Section 35(3) of the Act, it is necessary for a hearing to be held to consider the application, as a representation has been received from the responsible authority as named above.

PC Bernhardt of Lancashire Constabulary has made a representation based on the licensing objective the prevention of crime and disorder. He has stated that 'the door staff provision is inadequate as it will allow entry to potential offenders and staff will be unable to deal effectively with the situations that arise, this will lead to an increase in alcohol fuelled violent crime and disorder.

A copy of the representation is at Document 3 attached to this report

#### **Notice of Hearing**

In accordance with the relevant Regulations, the parties have been given notice of the hearing. It was not felt necessary to request any clarification from the parties. The parties have been required in accordance with the Regulations to indicate at least five working days before the hearing whether they intend to attend and/or be represented at the hearing and if they wish any witness to appear at the hearing. Any responses and any further documentation submitted by any of the parties after the circulation of this agenda will be circulated to Members in advance of the meeting. Members are reminded that documentary or other information submitted on the day of the hearing may only be taken into account with the consent of the Sub-Committee and all the parties.

#### **Matter for Decision**

The Sub-Committee is requested to consider the application and the representation.

This is in accordance with Section 35(3) and (4) of the Act which provide as follows:

- (3) Where relevant representations are made, the authority must-
  - (a) hold a hearing to consider them, unless the authority, the applicant and each person who has made such representations agree that a hearing is unnecessary, and
  - (b) having regard to the representations, take such of the steps mentioned in subsection (4) (if any) as it considers necessary for the promotion of the licensing objectives.
- (4) The steps are-
  - (a) to modify the conditions of the licence;
  - (b) to reject the whole or part of the application; and for this purpose the conditions of the licence are modified if any of them is altered or omitted or any new condition is added

Members are reminded that the licensing objectives are:

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

#### Relevant Parts of the Council's Statement of Licensing Policy

With regard to the prevention of crime and disorder, the Policy provides as follows:

#### 9. The prevention of crime and disorder

9.1 The central concerns of licensing in relation to law and order are acts of violence and vandalism brought about by consumption of alcohol and the use of licensed premises as part of a distribution network for illegal drugs.

- 9.2 It is not the function of licensing to impose good practice in the adoption of wider crime reduction measures, such as those for securing premises outside of trading hours. It is also not a purpose of licensing to require that measures be put in place to enhance the opportunities for gathering evidence in relation to crime of a general nature. However, the Licensing Authority recognises that CCTV cameras at premises have an important role in preventing crime and disorder.
- 9.4 The Licensing Authority's starting point is to seek a reduction in crime and disorder throughout the area, consistent with its statutory duty under section 17 of the Crime and Disorder Act 1998. Licences may be granted if applicants can demonstrate that a positive reduction in crime and disorder will result, or that it will not increase, as a result of the application being granted.
- 9.5 Where there are relevant representations, the Licensing Authority will generally not grant a licence where it is likely that the premises will be used for unlawful purposes or where it is considered that the use of the premises is likely to cause an increase in crime and disorder in the area or the premises and this cannot be prevented by the imposition of conditions. When addressing crime and disorder, the applicant should identify any particular issues which are likely to adversely affect the promotion of the objective to prevent crime and disorder, taking account the location, size and likely clientele of the premises, and the type of entertainment (if any) to be provided. Such steps as are required to deal with these issues should be included within the applicant's operating schedule, and may include:
  - Use of CCTV inside and outside the premises. The Lancashire Constabulary has produced suggested minimum requirements for CCTV and these are available from the Lancashire Constabulary or from the Licensing Authority's administrative staff
  - Use of metal detection or other search equipment or procedures
  - Crime and disorder risk assessment in relation to the proposed activities
  - Measures to prevent the use or supply of illegal drugs and procedures for searching customers
  - Ensuring that all staff are appropriately trained
  - Ensuring that all staff involved in the management of the premises have the capability, responsibility and training to supervise other staff and to ensure that the premises are operated in such a manner as to prevent crime and disorder
  - Employment of sufficient security staff where appropriate, controlling admission, monitoring capacity within the premises as a whole and in separate rooms/levels and patrolling the interior and exterior of the premises (any such staff must be licensed by the Security Industry Authority). The Licensing Authority recognises that there is a greater need for security staff in some premises than in others. For example there will be a greater need for security staff in a town centre nightclub than in a village pub. It will be for the applicant to consider the appropriate number of doorstaff required for the particular premises.
  - Ensuring that a register of doorstaff and their working times is maintained
  - Participation in Pub Watch, Best Bar None or other relevant schemes and using radio links/pages as a means of connecting to other licensed premises.
  - Use of plastic or polycarbonate glasses and bottles, where appropriate, or toughened glass. Applicants are advised that the Government believes that a risk-based, rather than blanket, approach to requiring licensed premises to use safer alternatives is the best way to tackle the problem of glass-related injuries
  - Wherever possible, agreed protocols with police and other organisations and a commitment to co-operate and provide such evidence as the Police require.

- Adopting the "Night Safe Initiative" and "Safer Clubbing Guide" as statements of best practice
- Following the trade codes of practice, for example BBPA and Portman Group, and not carrying out any irresponsible drinks promotions
- Providing a suitable environment for customers having regard to the activities going on in the premises, in particular appropriate levels of seating
- Ensuring that there are sufficient transport facilities available to ensure that customers can leave the premises safely and swiftly.
- Maintaining an incident log
- The steps the applicant has taken to prevent crime and disorder issues from occurring in any open air parts of the premises, beer gardens, smoking shelters or areas that are used on an ad-hoc basis by patrons with the management consent for smoking, due to location, control within and management of such areas

It should be noted that this list is not intended to be exhaustive. It may be appropriate for the applicant to consider other steps. Equally, the Licensing Authority recognises that not all the items in the list will be applicable to all premises.

Members will of course be mindful that the Policy covers all types of premises in all types of location, and that not all the measures referred to above will be relevant to all premises.

Members are reminded that they should consider each application on its merits, and in the light of all the written and oral information before them at the hearing.

#### **Natural Justice and Human Rights**

Members are reminded that they must follow the rules of natural justice, and must also consider human rights implications.

In particular, in accordance with Article 6, all parties are entitled to a fair hearing.

Consideration also needs to be given to the right to respect for private and family life and home, contained within Article 8, although this is a qualified right, and interference is permitted where this is in accordance with the law, or is necessary in a democratic society in the interests of public safety or the prevention of crime and disorder, or for the protection of the rights and freedoms of others. Article 1 of the First Protocol provides that every person is entitled to the peaceful enjoyment of his possessions, although again this right is qualified in the public interest.

#### Conclusion

Members should consider whether to grant the application for variation, modify any conditions of the licence or to reject the whole or part of the application. Members are reminded that they should state the reasons for their decision.



Legal and Human Resources
Licensing Section
Town Hall
Dalton Square
Lancaster
LA1 1PJ



Tel: (01524) 582000 email: licensing@lancaster.gov.uk

## **Premises Licence**

## LAPLNA0040

Part 1 - Premises Details

#### POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDNANCE SURVEY MAP REFERENCE OR DESCRIPTION

#### **Bodrum Takeaway**

28 Queen Street, Morecambe, Lancashire, LA4 5EG.

Telephone 01524 400066

#### WHERE THE LICENCE IS TIME LIMITED THE DATES

Not applicable

#### LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

- provision of late night refreshment

THE TIMES THE LICENCE AUTHORISES	THE CARRYING OUT OF LICENSA	BLE ACTIVITIES		
Activity (and Area if applicable)	Description	Time From	Time To	
L. Late night refreshment \(Indoors\)	)			
	Monday-Thursday	23:00	04:00	
	Friday-Saturday	23:00	05:00	
	Sunday	23:00	04:00	

THE OPENING HOURS OF THE PREMI	SES			
	Description	Time From	Time To	
	Monday-Thursday	11:00	04:00	
	Friday-Saturday	11:00	05:00	
	Sunday	11:00	04:00	

WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND / OR OFF SUPPLIES

Part 2

NAME, (REGISTERED) ADDRESS, TELEPHONE NUMBER AND EMAIL (WHERE RELEVANT) OF HOLDER OF PREMISES LICENCE

Hasan Erdem hasanerdem\_694@hotmail.com

28 Queen Street, Morecambe, Lancashire, LA4 5EG. Telephone 01524 400066

REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)





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## **Premises Licence**

## LAPLNA0040

**ANNEXES** 

#### **Embedded Conditions**

#### Mandatory condition where Door Supervisors are provided

All individuals who carry out security activities must be licensed by the Security Industry Authority (SIA) **Offered Conditions** 

#### Operating schedule

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

The management will make provisions for health and fire safety requirements and ensure that staff are trained in the requisite procedures and have a working knowledge of the licensing objectives.

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

A minimum number of [2] members of door staff registered with the SIA will be on duty from 01:00. The designated premises supervisor/premises licence holder will maintain a daily record comprising of the following- start time and finish time of each door supervisor. The door supervisor will record their SIA badge number and will sign and print their name in a legible form at the beginning and end of each tour of duty. The record shall be kept securely on the premises for at least 6 months and shall be produced on request to the police or other authorised person.

A crime prevention survey is to be carried out by the police and their recommendations fully complied with by the premises licence holder prior to the premises opening/the variation taking effect.

To install, maintain and operate a CCTV system, which complies with the minimum requirements, expected of Lancashire Constabulary and shall record during all hours that a licensable activity takes place on the premises.

The premises licence holder and/or the designated premises supervisor or a person nominated by them shall be a member of and regularly attend meetings of any pubwatch scheme for the area within which the premises are located and would include registration and use of community/network radio.

#### c) Public safety

Fire exits are kept maintained and are never impeded in any way. A II fire fighting equipment, exits and emergency lighting are annually maintained. Continued compliance with health and safety regulations.

#### d) The prevention of public nuisance

See (b).





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# **Premises Licence**

# LAPLNA0040

e) The protection of children from harm

Children will not be allowed on the premises after 21:00 hours.





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# **Premises Licence Summary**

LAPLNA0040

**Premises Details** 

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#### **Bodrum Takeaway**

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Not applicable

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Activity (and Area if applicable)	Description	Time From	Time To	
L. Late night refreshment \(Indoors\)	)			
	Monday-Thursday	23:00	04:00	
	Friday-Saturday	23:00	05:00	
	Sunday	23:00	04:00	
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THE OPENING HOURS OF THE PREMISES			
	Description	Time From	Time To
	Monday-Thursday	11:00	04:00
	Friday-Saturday	11:00	05:00
	Sunday	11:00	04:00

#### WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND / OR OFF SUPPLIES

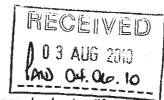
#### NAME, (REGISTERED) ADDRESS OF HOLDER OF PREMISES LICENCE

Hasan Erdem 28 Queen Street, Morecambe, Lancashire, LA4 5EG.

REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)

STATE WHETHER ACCESS TO THE PREMISES BY CHILDREN IS RESTRICTED OR PROHIBITED





[Insert name and address of relevant licensing authority and its reference number (optional)]

# Application to vary a premises licence under the Licensing Act 2003

### PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form.

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

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### Part 3 - Variation

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Please describe briefly the nature of the proposed variation (Please see guidance note 1)	7
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Members of door staff registered with the SIA will	
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### Part 4 Operating Schedule

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

Provision of	regulated entertainment	Please tick Y	<b>Xe</b> s
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	(a)	
	(if ticking yes, fill in box H)	.&/	
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j)	dancing (if ticking yes, fill in box J)		
k)	entertainment of a similar description to that falling within (i) or (	j) .	
	(if ticking yes, fill in box K)	"	
Provision of late i	night refreshment (if ticking yes, fill in box 1.)	Ε	J <sub>.</sub>
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- I have made or enclosed payment of the fee
- I have sent copies of this application and the plan to responsible authorities and others where applicable

I understand that I must now advertise my application

- I have enclosed the premises licence or relevant part of it or explanation
- I understand that if I do not comply with the above requirements my application will be rejected

IT IS AN OFFENCE, LIABLE ON CONVICTION TO A FINE UP TO LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003 TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

Part 5 - Signatures (please read guidance note10)

- "	
Signature of applicant (the current premise authorised agent (please read guidance note in what capacity.	es licence holder) or applicant's solicitor or other duly e 17). If signing on behalf of the applicant please state
Signature	***************************************
Date. 3/08/2010	
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Where the premises licence is jointly held si holder) or 2 <sup>nd</sup> applicant's solicitor or other a signing on behalf of the applicant please star	gnature of Z <sup>nd</sup> applicant (the current premises licence outhorised agent (please read guidance note 12). If te in what capacity.
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Contact name (where not previously given) this application (please read guidance note 7	and address for correspondence associated with 3)
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Post town	Post code
Telephone number (if any)	
If you would prefer us to correspond with yo	u by e-mail your e-mail address (optional)

Licensing Unit, Lancaster Police Station, Thurnham Street, Lancaster, LA1 1YB



Licensing Manager Lancaster City Council Town Hall Dalton Square Lancaster LA1 1PJ

Date: 14 June 2010

Dear Sir/Madam

#### Re: Bodrume Takeaway, 28 Queen Street, Morecambe

I am in receipt of the Premises licence variation for the above named premises dated 07 June 2010

Having reviewed the application and the operating schedule, police feel that there are issues, which have not been addressed. Police will make the following relevant representations, which may fall into more than one of the licensing objectives, regarding this application.

#### Doorstaff

The doorstaff provisions are inadequate for the application.

This will allow entry to potential offenders and staff will be unable to deal effectively with the situations that arise, this will lead to an increase in alcohol fuelled violent crime and disorder.

At this time I am authorised by the Chief Officer of Police to formally object to the issue of the licence in the terms as currently shown on the application.

Police have requested that the premises representatives contact myself, the officer dealing in order to arrange an arbitration meeting to attempt to resolve these issues. I shall keep you informed of any progress.

Yours sincerely,

PC Bernhardt Licensing Officer

#### LANCASTER CITY COUNCIL

## LICENSING ACT 2003 AND THE LICENSING ACT 2003 (HEARINGS) REGULATIONS 2005

#### **NOTICE OF HEARING**

To: The Applicant: Mr Hasan Erderm

The Responsible Authorities: PC Bernhardt

**THE LANCASTER CITY COUNCIL, AS LICENSING AUTHORITY, HEREBY GIVES YOU NOTICE** that a hearing before a Sub-Committee of the Licensing Act Committee to consider relevant representations in respect of an application under Section 34 of the Licensing Act 2003 in respect of premises known as **Bodrum** will take place on the **4th October 2010** at Lancaster Town Hall, commencing at 9.00 a.m.

**AND TAKE NOTICE THAT** each party as listed above is required to give to the Licensing Authority by no later than five working days before the day of the hearing a notice in writing stating whether that party intends to attend or be represented at the hearing, and whether he or she considers a hearing to be unnecessary.

AND TAKE NOTICE THAT if a party wishes any other person (other than the person he/she intends to represent him at the hearing) to appear at the hearing, the notice given by that party and referred to in the preceding paragraph must contain a request for permission for such other person to appear at the hearing, and must set out details of the name of that person and a brief description of the point or points on which that person may be able to assist in connection with the matter to be considered by the Sub-Committee.

**GIVEN** this 6th day of September 2010 by the Lancaster City Council as Licensing Authority.

#### INFORMATION TO ACCOMPANY NOTICE OF HEARING

#### 1. Right of attendance, assistance and representation

A party may attend the hearing and may be assisted or represented by any person, whether or not that person is legally qualified.

The hearing will generally take place in public. However, the Sub-Committee may exclude the public from all or part of a hearing where it considers that the public interest in so doing outweighs the public interest in the hearing, or that part of the hearing, taking part in public. In such circumstances, a party and any person assisting or representing a party may be treated as a member of the public. The Sub-Committee will exclude the public (and the parties and their representatives) during the decision making process.

The Sub-Committee may require any person attending the hearing who in its opinion is behaving in a disruptive manner to leave the hearing, and may refuse to permit that person to return, or permit him to return only on such conditions as the Sub-Committee may specify. However, such a person may, before the end of the hearing, submit to the Sub-Committee in writing any information which he would have been entitled to give orally had he not been required to leave.

#### 2. Representations and Supporting Information

At the hearing a party shall be entitled to:

- (a) Give further information as applicable in response to a point upon which notice has been given to that party that clarification is required. (Note if such clarification is required from a party this will have been indicated in the Notice of Hearing).
- (b) Question any other party, but only if given permission by the Sub-Committee; and
- (c) Address the Sub-Committee

#### 3. Failure of Parties to attend the Hearing

If a party has given notice that he does not intend to attend or be represented at a hearing, the hearing may proceed in his absence.

If a party who has not so indicated fails to attend or be represented at a hearing, the Sub-Committee may, where it considers it to be necessary in the public interest, adjourn the hearing to a specified date, or hold the hearing in the party's absence. If the hearing proceeds in a party's absence, the Sub-Committee will consider and give appropriate weight to the application, representation or notice given by that party in their absence.

#### 4. Representations and Evidence

A party who wishes to rely on information or documentary evidence that has not been submitted in advance of the issue of the Notice of Hearing should ensure that such information or evidence, together with sufficient copies for all the parties, is submitted to the Licensing Manager as soon as possible before the day of the hearing.

Parties are reminded that documentary or other information submitted on the day of the hearing may only be taken into account with the consent of all the other parties.

A party who wishes to produce audio/visual evidence should make such evidence available as soon as practical, and should give a minimum of two clear working days notice to the Licensing Manager to facilitate arrangements for the appropriate equipment to be available at the hearing.

#### 5. Procedure

A summary of the procedure that will normally be followed at the hearing is enclosed.

It should be noted that this is a general procedure intended to cover matters that will normally be applicable at all hearings.

However, depending on the circumstances of each individual case, it is recognised that other issues may need to be considered as preliminary points at the hearing. These may include (but are not limited to):

- Whether to proceed in the absence of a party
- Whether to admit new documents/information submitted at the hearing
- Whether it is in the public interest to exclude members of the public from the hearing or any part of the hearing (other than the decision making process)
- Whether any party wished to withdraw representations previously submitted

#### 6. Special Needs

Any person who intends to attend a hearing and who has special needs, for example in connection with access, language, hearing or vision, should inform the Licensing Manager as soon as practical prior to the day of the hearing, so that appropriate provision or arrangements may be made.

## PROCEDURE TO BE FOLLOWED AT HEARINGS TO WHICH THE LICENSING ACT 2003 (HEARINGS) REGULATIONS 2005 APPLY

- 1. The Chairman will introduce the Members and the Legal Adviser and Democratic Support Officer.
- 2. The Chairman will ask the parties to introduce themselves and any persons with them.
- 3. The Chairman will confirm that there is no reason why any of the three subcommittee Members should not participate in this matter.
- 4. The Chairman will confirm that this is a discussion led by the authority, that any questions should generally be put through the Chairman, and that cross-examination will only be permitted if the Sub-Committee considers that it is necessary.
- 5. The Chairman will ask the parties if they have any requests to cross-examine, and such requests will be considered by the Sub-Committee.
- 6. The Sub-Committee will consider any requests from the parties for permission for another person to appear at the hearing.
- 7. The Chairman will explain to the parties that the procedure to be followed will be the published one (unless the circumstances of the case require the normal procedures to be varied) that is,
  - that the Licensing Manager (or his representative) will introduce the details of the application, the reason for the hearing, and the documentation,
  - that each party making representations will address the sub-committee in turn and will call other persons where permission has been given
  - that the applicant/licence holder will present his case and will call other persons where permission has been given
  - that Members may ask questions of all parties and persons
  - that questions from the parties must be directed through the Chairman unless cross-examination has been permitted under 4 above
  - that all parties will have the opportunity to make a closing statement, with the applicant/licence holder having the final word
  - that the Sub-Committee will withdraw to make its decision and formulate the reasons for the decision in private, and will ask its Legal Adviser and the Democratic Support Officer to join it in order to assist in documenting the decision and the reasons, or to provide clarification on any point. The decision will be announced in public and confirmed in writing. (In certain circumstances, the decision may not be made on the same day as the hearing). In the event that the Legal Adviser has been asked for clarification on any point then the point raised and the advice given will be declared to all parties.
- 8. The Chairman will indicate the maximum period of time each party will be allowed in which to present their case, and will seek comments from the parties before the Sub-Committee makes its final indication on this point.
- 9. The hearing will then proceed following the procedure in 7 above. The Chairman will arrange for reasonable comfort breaks throughout the hearing.

Meeting of: LICENSING ACT SUB-COMMITTEE

Date: MORECAMBE FRIED CHICKEN

Report of: HEAD OF LEGAL AND HUMAN RESOURCES

Reference: CM

Title: Alie Ltd, Morecambe Fried Chicken, 266 Marine Road Central.

Morecambe, LA4 5BX

**APPLICATION FOR VARIATION OF LICENCE** 

Members of the Sub-Committee have the following documents attached to this report:

- 1. Copy of current premises licence:- (pages 32 to 35)
- 2. Application form (pages 36 to 49)
- 3. Copy of representation from Lancashire Constabulary :- (page 50)
- 4. Notice of Hearing (pages 51 to 54)

#### **Details of Application**

Alie Ltd has submitted an application under Section 34 of the Licensing Act 2003 to vary the premises licence for Morecambe fried Chicken, 266 Marine Road Central, Morecambe LA4 5BX

The current premises licence permits the following: -

Late night refreshment on Sunday to Thursday from 23.00 am to 00.00am, Friday and Saturday from 23.00 to 02.30 the following day with the condition attached to the licence that:

A minimum number of 2 members of door staff registered with the SIA will be on duty from 01.00 hours

A copy of the current licence is at Document 1 attached to this report.

The application to vary the premises licence is to remove the condition relating to door staff entirely from the licence.

Details of the application to vary the premises licence are set out in the application form, which is Document 2 attached to this report.

#### Representations

Under Section 35(3) of the Act, it is necessary for a hearing to be held to consider the application, as a representation has been received from the responsible authority as named above.

PC Bernhardt of Lancashire Constabulary has made a representation based on the licensing objective the prevention of crime and disorder. He has stated that 'the door staff provision is inadequate as it will allow entry to potential offenders and staff will be unable to deal

effectively with the situations that arise, this will lead to an increase in alcohol fuelled violent crime and disorder.

A copy of the representation is at Document 3 attached to this report

#### **Notice of Hearing**

In accordance with the relevant Regulations, the parties have been given notice of the hearing. It was not felt necessary to request any clarification from the parties. The parties have been required in accordance with the Regulations to indicate at least five working days before the hearing whether they intend to attend and/or be represented at the hearing and if they wish any witness to appear at the hearing. Any responses and any further documentation submitted by any of the parties after the circulation of this agenda will be circulated to Members in advance of the meeting. Members are reminded that documentary or other information submitted on the day of the hearing may only be taken into account with the consent of the Sub-Committee and all the parties.

#### **Matter for Decision**

The Sub-Committee is requested to consider the application and the representation.

This is in accordance with Section 35(3) and (4) of the Act which provide as follows:

- (3) Where relevant representations are made, the authority must-
  - (a) hold a hearing to consider them, unless the authority, the applicant and each person who has made such representations agree that a hearing is unnecessary, and
  - (b) having regard to the representations, take such of the steps mentioned in subsection (4) (if any) as it considers necessary for the promotion of the licensing objectives.
- (4) The steps are-
  - (a) to modify the conditions of the licence;
  - (b) to reject the whole or part of the application; and for this purpose the conditions of the licence are modified if any of them is altered or omitted or any new condition is added

Members are reminded that the licensing objectives are:

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

#### Relevant Parts of the Council's Statement of Licensing Policy

With regard to the prevention of crime and disorder, the Policy provides as follows:

#### 9. The prevention of crime and disorder

9.1 The central concerns of licensing in relation to law and order are acts of violence and vandalism brought about by consumption of alcohol and the use of licensed premises as part of a distribution network for illegal drugs.

- 9.2 It is not the function of licensing to impose good practice in the adoption of wider crime reduction measures, such as those for securing premises outside of trading hours. It is also not a purpose of licensing to require that measures be put in place to enhance the opportunities for gathering evidence in relation to crime of a general nature. However, the Licensing Authority recognises that CCTV cameras at premises have an important role in preventing crime and disorder.
- 9.4 The Licensing Authority's starting point is to seek a reduction in crime and disorder throughout the area, consistent with its statutory duty under section 17 of the Crime and Disorder Act 1998. Licences may be granted if applicants can demonstrate that a positive reduction in crime and disorder will result, or that it will not increase, as a result of the application being granted.
- 9.5 Where there are relevant representations, the Licensing Authority will generally not grant a licence where it is likely that the premises will be used for unlawful purposes or where it is considered that the use of the premises is likely to cause an increase in crime and disorder in the area or the premises and this cannot be prevented by the imposition of conditions. When addressing crime and disorder, the applicant should identify any particular issues which are likely to adversely affect the promotion of the objective to prevent crime and disorder, taking account the location, size and likely clientele of the premises, and the type of entertainment (if any) to be provided. Such steps as are required to deal with these issues should be included within the applicant's operating schedule, and may include:
  - Use of CCTV inside and outside the premises. The Lancashire Constabulary has produced suggested minimum requirements for CCTV and these are available from the Lancashire Constabulary or from the Licensing Authority's administrative staff
  - Use of metal detection or other search equipment or procedures
  - Crime and disorder risk assessment in relation to the proposed activities
  - Measures to prevent the use or supply of illegal drugs and procedures for searching customers
  - Ensuring that all staff are appropriately trained
  - Ensuring that all staff involved in the management of the premises have the capability, responsibility and training to supervise other staff and to ensure that the premises are operated in such a manner as to prevent crime and disorder
  - Employment of sufficient security staff where appropriate, controlling admission, monitoring capacity within the premises as a whole and in separate rooms/levels and patrolling the interior and exterior of the premises (any such staff must be licensed by the Security Industry Authority). The Licensing Authority recognises that there is a greater need for security staff in some premises than in others. For example there will be a greater need for security staff in a town centre nightclub than in a village pub. It will be for the applicant to consider the appropriate number of doorstaff required for the particular premises.
  - Ensuring that a register of doorstaff and their working times is maintained
  - Participation in Pub Watch, Best Bar None or other relevant schemes and using radio links/pages as a means of connecting to other licensed premises.
  - Use of plastic or polycarbonate glasses and bottles, where appropriate, or toughened glass. Applicants are advised that the Government believes that a risk-based, rather than blanket, approach to requiring licensed premises to use safer alternatives is the best way to tackle the problem of glass-related injuries
  - Wherever possible, agreed protocols with police and other organisations and a commitment to co-operate and provide such evidence as the Police require.

- Adopting the "Night Safe Initiative" and "Safer Clubbing Guide" as statements of best practice
- Following the trade codes of practice, for example BBPA and Portman Group, and not carrying out any irresponsible drinks promotions
- Providing a suitable environment for customers having regard to the activities going on in the premises, in particular appropriate levels of seating
- Ensuring that there are sufficient transport facilities available to ensure that customers can leave the premises safely and swiftly.
- Maintaining an incident log
- The steps the applicant has taken to prevent crime and disorder issues from occurring in any open air parts of the premises, beer gardens, smoking shelters or areas that are used on an ad-hoc basis by patrons with the management consent for smoking, due to location, control within and management of such areas.

It should be noted that this list is not intended to be exhaustive. It may be appropriate for the applicant to consider other steps. Equally, the Licensing Authority recognises that not all the items in the list will be applicable to all premises.

Members will of course be mindful that the Policy covers all types of premises in all types of location, and that not all the measures referred to above will be relevant to all premises.

Members are reminded that they should consider each application on its merits, and in the light of all the written and oral information before them at the hearing.

#### **Natural Justice and Human Rights**

Members are reminded that they must follow the rules of natural justice, and must also consider human rights implications.

In particular, in accordance with Article 6, all parties are entitled to a fair hearing.

Consideration also needs to be given to the right to respect for private and family life and home, contained within Article 8, although this is a qualified right, and interference is permitted where this is in accordance with the law, or is necessary in a democratic society in the interests of public safety or the prevention of crime and disorder, or for the protection of the rights and freedoms of others. Article 1 of the First Protocol provides that every person is entitled to the peaceful enjoyment of his possessions, although again this right is qualified in the public interest.

#### Conclusion

Members should consider whether to grant the application for variation, modify any conditions of the licence or to reject the whole or part of the application. Members are reminded that they should state the reasons for their decision.



Legal and Human Resources
Licensing Section
Town Hall
Dalton Square
Lancaster
LA1 1PJ



Tel: (01524) 582000 email: licensing@lancaster.gov.uk

# **Premises Licence**

## LAPLNA0029

Part 1 - Premises Details

#### POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDNANCE SURVEY MAP REFERENCE OR DESCRIPTION

#### Morecambe Fried Chicken

265/266 Marine Road Central, Morecambe, Lancashire, LA4 5BX.

Telephone 01524 418069

#### WHERE THE LICENCE IS TIME LIMITED THE DATES

Not applicable

#### LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

- provision of late night refreshment

THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES						
Activity (and Area if applicable)	Description	Time From	Time To			
L. Late night refreshment \(Indoors\)						
	Monday-Thursday	23:00	00:00			
	Friday-Saturday	23:00	02:30			
	Sunday	23:00	00:00			

THE OPENING HOURS OF THE PREM	MISES			
	Description	Time From	Time To	
	Monday-Thursday	09:00	00:00	
	Friday-Saturday	09:00	02:30	
	Sunday	09:00	00:00	

WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND / OR OFF SUPPLIES

Part 2

#### NAME, (REGISTERED) ADDRESS, TELEPHONE NUMBER AND EMAIL (WHERE RELEVANT) OF HOLDER OF PREMISES LICENCE

Alie (Morecambe) Ltd

265/266 Marine Road Central, Morecambe, Lancashire, LA4 5BX. Telephone 01524 418069 or 07787 324555 (Ramazan)

REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)

Alie (Morecambe) Ltd 5412027





Legal and Human Resources
Licensing Section
Town Hall
Dalton Square
Lancaster
LA1 1PJ



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## **Premises Licence**

## LAPLNA0029

**ANNEXES** 

#### **Embedded/Mandatory Conditions**

#### Mandatory condition where Door Supervisors are provided

All individuals who carry out security activities must be licensed by the Security Industry Authority (SIA) **Offered Conditions** 

#### The prevention of crime and disorder

- 1. A minimum number of 2 members of door staff registered with the SIA will be on duty from 01.00 hours
- 2. The designated premises supervisor will maintain a daily record co mprising of the start time and finish time of each door supervisor. The door supervisor will record their SIA badge number and will sign and print their name in a legible form at the beginning and end of each tour of duty. The record shall be kept securely on the premises for at least 6 months and shall be produced on request to the police or other authorised person
- 3. A crime prevention survey is to be carried out by the police and their recommendations fully complied with by the premises licence holder prior to the premises opening/the variation taking effect
- 4. To install, maintain and operate a CCTV system, which complies wit h the minimum requirements, expected of the Lancashire Constabulary and shall record during al I hours that a licensable activity takes place on the premises
- 5. The designated premises supervisor or a person nominated by them s hall be a member of and regularly attend meetings of any Pubwatch scheme for the area with in which the premises are located and would include registration and use of community/network radio
- 6. There will be no adult entertainment services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

#### **Public Safety**

All relevant Health and safety and fire certificates in place Customers are not allowed in the kitchen area

#### The prevention of public nuisance

Waste bins provided for litter

#### The protection of children from harm

There is nothing in the operation of these premises which will cause harm to children

Condition attached after a hearing by the Licensing Authority





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# **Premises Licence**

# LAPLNA0029

Signs to be prominently displayed at the exit to the premises requesting that customers leave quietly.





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# **Premises Licence Summary**

LAPLNA0029

**Premises Details** 

#### POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDNANCE SURVEY MAP REFERENCE OR DESCRIPTION

#### Morecambe Fried Chicken

265/266 Marine Road Central, Morecambe, Lancashire, LA4 5BX.

Telephone 01524 418069

#### WHERE THE LICENCE IS TIME LIMITED THE DATES

Not applicable

#### LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

- provision of late night refreshment

THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES							
Activity (and Area if applicable)	Description	Time From	Time To				
L. Late night refreshment \(Indoors\)							
_	Monday-Thursday	23:00	00:00				
	Friday-Saturday	23:00	02:30				
	Sunday	23:00	00:00				

THE OPENING HOURS OF THE PREMISES				
C	Description	Time From	Time To	
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F	riday-Saturday	09:00	02:30	
S	Sunday	09:00	00:00	

#### WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND / OR OFF SUPPLIES

#### NAME, (REGISTERED) ADDRESS OF HOLDER OF PREMISES LICENCE

Alie (Morecambe) Ltd 265/266 Marine Road Central, Morecambe, Lancashire, LA4 5BX.

#### REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)

Alie (Morecambe) Ltd 5412027

#### STATE WHETHER ACCESS TO THE PREMISES BY CHILDREN IS RESTRICTED OR PROHIBITED



and 04.06 10

[Insert name and address of relevant licensing authority and its reference number (optional)]

## Application to vary a premises licence under the Licensing Act 2003

#### PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

TENSE KEYD ILIE FOLLOMING IN STRUCTION S LIKST
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 ALE (LTD) being the premises licence holder, apply to vary a (Insert name(s) of applicant) premises licence under section 34 of the Licensing Act 2003 for the premises described in Part 1 below
4-0
Premises licence number
LAPLN 0629
Part 1 – Premises details
Postal address of premises or, if none, ordnance survey map reference, or description
266 MARINE ROAD CENTRAL
MORECAMBE
MORECAMBE FRIED Chicken
Post town / Post code LA4 SBX
Telephone number at premises (if any) 61524 418069
Non-domestic rateable value of premises  £ 8100
Part 2 – Applicant details
Daytime contact telephone number 01524 418069
-mail address optional)
ddress if ifferent from remises address
ost Town Postcode

## Part 3 - Variation

Do you want the proposed variation to have effect as soon as possible?
If not do you want the variation to take effect from
If your proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend
Please describe briefly the nature of the proposed variation (Please see guidance note 1)
TO Remove condition
A MINIMUM Number of 2
members of door staff registered
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duty (Rom (Iam) friday + SATURDAY
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## Part 4 Operating Schedule

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

Provision of	regulated entertainment	Please tick 🗡	yes yes
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)		П
e)	live music (if ticking yes, fill in box E)	·	. $\Box$
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 er</u>	ntertainment facilities for:		
i)	making music (if ticking yes, fill in box I)		
j)	dancing (if ticking yes, fill in box J)		
k)	entertainment of a similar description to that falling within (i) or	(j)	
	(if ticking yes, fill in box K)		ш.
Provision of late	e <u>night refreshment (</u> if ticking yes, fill in box L)		
Sale by retail of	alcohol (if ticking yes, fill in box M)		
n all cases com	plete boxes N. O and P		

1 51				
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iun			please list (please read guidance note 5)

Provision of facilities for making music Standard days and timings (please read guidance note 6)			Please give a description of the facilities for mabe providing  Will the facilities for making music be indoors	king music you	<u>wilt</u>
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		part of the premises licence		if you have not ticked one of these boxes please fill in reasons for not including the licence, or part of it, below
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IT IS AN OFFENCE, LIABLE ON CONVICTION STANDARD SCALE, UNDER SECTION 158 OF A FALSE STATEMENT IN OR IN CONNECTION	THE LICENSING ACT 2003 TO MAKE
Part 5 - Signatures (please read guidance note10)	J.
Signature of applicant (the current premises licence is authorised agent (please read guidance note 11). If sign what capacity.	nolder) or applicant's solicitor or other duly ning on behalf of the applicant please state
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this application (please read guidance note 13)	
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ost town	Post code
elephone number (if any)	
you would prefer us to correspond with you by e-ma	il your e-mail address (optional)

Licensing Unit, Lancaster Police Station, Thurnham Street, Lancaster, LA1 1YB



Licensing Manager Lancaster City Council Town Hall Dalton Square Lancaster LA1 1PJ

Date: 14 June 2010

Dear Sir/Madam

#### Re: Morecambe Fried Chicken, 266 Marine Road, Morecambe

I am in receipt of the Premises licence variation for the above named premises dated 07 June 2010

Having reviewed the application and the operating schedule, police feel that there are issues, which have not been addressed. Police will make the following relevant representations, which may fall into more than one of the licensing objectives, regarding this application.

#### Doorstaff

The doorstaff provisions are inadequate for the application.

This will allow entry to potential offenders and staff will be unable to deal effectively with the situations that arise, this will lead to an increase in alcohol fuelled violent crime and disorder.

At this time I am authorised by the Chief Officer of Police to formally object to the issue of the licence in the terms as currently shown on the application.

Police have requested that the premises representatives contact myself, the officer dealing in order to arrange an arbitration meeting to attempt to resolve these issues. I shall keep you informed of any progress.

Yours sincerely,

PC Bernhardt Licensing Officer

#### LANCASTER CITY COUNCIL

## LICENSING ACT 2003 AND THE LICENSING ACT 2003 (HEARINGS) REGULATIONS 2005

#### **NOTICE OF HEARING**

To: The Applicant: Alie (Ltd)

The Responsible Authorities: PC Bernhardt

**THE LANCASTER CITY COUNCIL, AS LICENSING AUTHORITY, HEREBY GIVES YOU NOTICE** that a hearing before a Sub-Committee of the Licensing Act Committee to consider relevant representations in respect of an application under Section 34 of the Licensing Act 2003 in respect of premises known as **Morecambe Fried Chicken** will take place on the **4th October 2010** at Lancaster Town Hall, commencing at 10.30 a.m.

**AND TAKE NOTICE THAT** each party as listed above is required to give to the Licensing Authority by no later than five working days before the day of the hearing a notice in writing stating whether that party intends to attend or be represented at the hearing, and whether he or she considers a hearing to be unnecessary.

**AND TAKE NOTICE THAT** if a party wishes any other person (other than the person he/she intends to represent him at the hearing) to appear at the hearing, the notice given by that party and referred to in the preceding paragraph must contain a request for permission for such other person to appear at the hearing, and must set out details of the name of that person and a brief description of the point or points on which that person may be able to assist in connection with the matter to be considered by the Sub-Committee.

**GIVEN** this 6th day of September 2010 by the Lancaster City Council as Licensing Authority.

#### INFORMATION TO ACCOMPANY NOTICE OF HEARING

#### 1. Right of attendance, assistance and representation

A party may attend the hearing and may be assisted or represented by any person, whether or not that person is legally qualified.

The hearing will generally take place in public. However, the Sub-Committee may exclude the public from all or part of a hearing where it considers that the public interest in so doing outweighs the public interest in the hearing, or that part of the hearing, taking part in public. In such circumstances, a party and any person assisting or representing a party may be treated as a member of the public. The Sub-Committee will exclude the public (and the parties and their representatives) during the decision making process.

The Sub-Committee may require any person attending the hearing who in its opinion is behaving in a disruptive manner to leave the hearing, and may refuse to permit that person to return, or permit him to return only on such conditions as the Sub-Committee may specify. However, such a person may, before the end of the hearing, submit to the Sub-Committee in writing any information which he would have been entitled to give orally had he not been required to leave.

#### 2. Representations and Supporting Information

At the hearing a party shall be entitled to:

- (a) Give further information as applicable in response to a point upon which notice has been given to that party that clarification is required. (Note if such clarification is required from a party this will have been indicated in the Notice of Hearing).
- (b) Question any other party, but only if given permission by the Sub-Committee; and
- (c) Address the Sub-Committee

#### 3. Failure of Parties to attend the Hearing

If a party has given notice that he does not intend to attend or be represented at a hearing, the hearing may proceed in his absence.

If a party who has not so indicated fails to attend or be represented at a hearing, the Sub-Committee may, where it considers it to be necessary in the public interest, adjourn the hearing to a specified date, or hold the hearing in the party's absence. If the hearing proceeds in a party's absence, the Sub-Committee will consider and give appropriate weight to the application, representation or notice given by that party in their absence.

#### 4. Representations and Evidence

A party who wishes to rely on information or documentary evidence that has not been submitted in advance of the issue of the Notice of Hearing should ensure that such information or evidence, together with sufficient copies for all the parties, is submitted to the Licensing Manager as soon as possible before the day of the hearing.

Parties are reminded that documentary or other information submitted on the day of the hearing may only be taken into account with the consent of all the other parties.

A party who wishes to produce audio/visual evidence should make such evidence available as soon as practical, and should give a minimum of two clear working days notice to the Licensing Manager to facilitate arrangements for the appropriate equipment to be available at the hearing.

#### 5. Procedure

A summary of the procedure that will normally be followed at the hearing is enclosed.

It should be noted that this is a general procedure intended to cover matters that will normally be applicable at all hearings.

However, depending on the circumstances of each individual case, it is recognised that other issues may need to be considered as preliminary points at the hearing. These may include (but are not limited to):

- Whether to proceed in the absence of a party
- Whether to admit new documents/information submitted at the hearing
- Whether it is in the public interest to exclude members of the public from the hearing or any part of the hearing (other than the decision making process)
- Whether any party wished to withdraw representations previously submitted

#### 6. Special Needs

Any person who intends to attend a hearing and who has special needs, for example in connection with access, language, hearing or vision, should inform the Licensing Manager as soon as practical prior to the day of the hearing, so that appropriate provision or arrangements may be made.

## PROCEDURE TO BE FOLLOWED AT HEARINGS TO WHICH THE LICENSING ACT 2003 (HEARINGS) REGULATIONS 2005 APPLY

- 1. The Chairman will introduce the Members and the Legal Adviser and Democratic Support Officer.
- 2. The Chairman will ask the parties to introduce themselves and any persons with them.
- 3. The Chairman will confirm that there is no reason why any of the three subcommittee Members should not participate in this matter.
- 4. The Chairman will confirm that this is a discussion led by the authority, that any questions should generally be put through the Chairman, and that cross-examination will only be permitted if the Sub-Committee considers that it is necessary.
- 5. The Chairman will ask the parties if they have any requests to cross-examine, and such requests will be considered by the Sub-Committee.
- 6. The Sub-Committee will consider any requests from the parties for permission for another person to appear at the hearing.
- 7. The Chairman will explain to the parties that the procedure to be followed will be the published one (unless the circumstances of the case require the normal procedures to be varied) that is,
  - that the Licensing Manager (or his representative) will introduce the details of the application, the reason for the hearing, and the documentation,
  - that each party making representations will address the sub-committee in turn and will call other persons where permission has been given
  - that the applicant/licence holder will present his case and will call other persons where permission has been given
  - that Members may ask questions of all parties and persons
  - that questions from the parties must be directed through the Chairman unless cross-examination has been permitted under 4 above
  - that all parties will have the opportunity to make a closing statement, with the applicant/licence holder having the final word
  - that the Sub-Committee will withdraw to make its decision and formulate the reasons for the decision in private, and will ask its Legal Adviser and the Democratic Support Officer to join it in order to assist in documenting the decision and the reasons, or to provide clarification on any point. The decision will be announced in public and confirmed in writing. (In certain circumstances, the decision may not be made on the same day as the hearing). In the event that the Legal Adviser has been asked for clarification on any point then the point raised and the advice given will be declared to all parties.
- 8. The Chairman will indicate the maximum period of time each party will be allowed in which to present their case, and will seek comments from the parties before the Sub-Committee makes its final indication on this point.
- 9. The hearing will then proceed following the procedure in 7 above. The Chairman will arrange for reasonable comfort breaks throughout the hearing.

## Agenda Item 3

Meeting of: LICENSING ACT SUB-COMMITTEE

Date: 4TH OCTOBER 2010

Report of: HEAD OF LEGAL AND HUMAN RESOURCES

Reference: CM

Title: Hasan Kalayci, Pizzeria Italia, 15 Queen Street. Morecambe, LA4 5EQ

**APPLICATION FOR VARIATION OF LICENCE** 

Members of the Sub-Committee have the following documents attached to this report:

- 1. Copy of current premises licence:- (pages 59 to 62)
- 2. Application form (pages 63 to 76)
- 3. Copy of representation from Lancashire Constabulary :- (page 77)
- 4. Notice of Hearing (pages 78 to 81)

#### **Details of Application**

Hasan Kalayci has submitted an application under Section 34 of the Licensing Act 2003 to vary the premises licence for Pizzeria Italia, 15 Queen Street, Morecambe LA4 5EQ

The current premises licence permits the following: -

Late night refreshment on Monday to Sunday from 23.00 am to 04.00am the following day with the condition attached to the licence that :

A minimum number of 2 members of door staff registered with the SIA will be on duty from 01.00 hours Saturday and Sunday until close. (Subject to existing shared arrangements)

A copy of the current licence is at Document 1 attached to this report.

The application to vary the premises licence is to remove the condition relating to door staff entirely from the licence.

Details of the application to vary the premises licence are set out in the application form, which is Document 2 attached to this report.

#### Representations

Under Section 35(3) of the Act, it is necessary for a hearing to be held to consider the application, as a representation has been received from the responsible authority as named above.

PC Bernhardt of Lancashire Constabulary has made a representation based on the licensing objective the prevention of crime and disorder. He has stated that 'the door staff provision is inadequate as it will allow entry to potential offenders and staff will be unable to deal

effectively with the situations that arise, this will lead to an increase in alcohol fuelled violent crime and disorder.

A copy of the representation is at Document 3 attached to this report

#### **Notice of Hearing**

In accordance with the relevant Regulations, the parties have been given notice of the hearing. It was not felt necessary to request any clarification from the parties. The parties have been required in accordance with the Regulations to indicate at least five working days before the hearing whether they intend to attend and/or be represented at the hearing and if they wish any witness to appear at the hearing. Any responses and any further documentation submitted by any of the parties after the circulation of this agenda will be circulated to Members in advance of the meeting. Members are reminded that documentary or other information submitted on the day of the hearing may only be taken into account with the consent of the Sub-Committee and all the parties.

#### **Matter for Decision**

The Sub-Committee is requested to consider the application and the representation.

This is in accordance with Section 35(3) and (4) of the Act which provide as follows:

- (3) Where relevant representations are made, the authority must-
  - (a) hold a hearing to consider them, unless the authority, the applicant and each person who has made such representations agree that a hearing is unnecessary, and
  - (b) having regard to the representations, take such of the steps mentioned in subsection (4) (if any) as it considers necessary for the promotion of the licensing objectives.
- (4) The steps are-
  - (a) to modify the conditions of the licence;
  - (b) to reject the whole or part of the application; and for this purpose the conditions of the licence are modified if any of them is altered or omitted or any new condition is added

Members are reminded that the licensing objectives are:

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

#### Relevant Parts of the Council's Statement of Licensing Policy

With regard to the prevention of crime and disorder, the Policy provides as follows:

#### 9. The prevention of crime and disorder

- 9.1 The central concerns of licensing in relation to law and order are acts of violence and vandalism brought about by consumption of alcohol and the use of licensed premises as part of a distribution network for illegal drugs.
- 9.2 It is not the function of licensing to impose good practice in the adoption of wider crime reduction measures, such as those for securing premises outside of trading hours. It is also not a purpose of licensing to require that measures be put in place to enhance the opportunities for gathering evidence in relation to crime of a general nature. However, the Licensing Authority recognises that CCTV cameras at premises have an important role in preventing crime and disorder.
- 9.4 The Licensing Authority's starting point is to seek a reduction in crime and disorder throughout the area, consistent with its statutory duty under section 17 of the Crime and Disorder Act 1998. Licences may be granted if applicants can demonstrate that a positive reduction in crime and disorder will result, or that it will not increase, as a result of the application being granted.
- 9.5 Where there are relevant representations, the Licensing Authority will generally not grant a licence where it is likely that the premises will be used for unlawful purposes or where it is considered that the use of the premises is likely to cause an increase in crime and disorder in the area or the premises and this cannot be prevented by the imposition of conditions. When addressing crime and disorder, the applicant should identify any particular issues which are likely to adversely affect the promotion of the objective to prevent crime and disorder, taking account the location, size and likely clientele of the premises, and the type of entertainment (if any) to be provided. Such steps as are required to deal with these issues should be included within the applicant's operating schedule, and may include:
  - Use of CCTV inside and outside the premises. The Lancashire Constabulary has produced suggested minimum requirements for CCTV and these are available from the Lancashire Constabulary or from the Licensing Authority's administrative staff
  - Use of metal detection or other search equipment or procedures
  - Crime and disorder risk assessment in relation to the proposed activities
  - Measures to prevent the use or supply of illegal drugs and procedures for searching customers
  - Ensuring that all staff are appropriately trained
  - Ensuring that all staff involved in the management of the premises have the capability, responsibility and training to supervise other staff and to ensure that the premises are operated in such a manner as to prevent crime and disorder
  - Employment of sufficient security staff where appropriate, controlling admission, monitoring capacity within the premises as a whole and in separate rooms/levels and patrolling the interior and exterior of the premises (any such staff must be licensed by the Security Industry Authority). The Licensing Authority recognises that there is a greater need for security staff in some premises than in others. For example there will be a greater need for security staff in a town centre nightclub than in a village pub. It will be for the applicant to consider the appropriate number of doorstaff required for the particular premises.
  - Ensuring that a register of doorstaff and their working times is maintained
  - Participation in Pub Watch, Best Bar None or other relevant schemes and using radio links/pages as a means of connecting to other licensed premises.
  - Use of plastic or polycarbonate glasses and bottles, where appropriate, or toughened glass. Applicants are advised that the Government believes that a

- risk-based, rather than blanket, approach to requiring licensed premises to use safer alternatives is the best way to tackle the problem of glass-related injuries
- Wherever possible, agreed protocols with police and other organisations and a commitment to co-operate and provide such evidence as the Police require.
- Adopting the "Night Safe Initiative" and "Safer Clubbing Guide" as statements of best practice
- Following the trade codes of practice, for example BBPA and Portman Group, and not carrying out any irresponsible drinks promotions
- Providing a suitable environment for customers having regard to the activities going on in the premises, in particular appropriate levels of seating
- Ensuring that there are sufficient transport facilities available to ensure that customers can leave the premises safely and swiftly.
- Maintaining an incident log
- The steps the applicant has taken to prevent crime and disorder issues from occurring in any open air parts of the premises, beer gardens, smoking shelters or areas that are used on an ad-hoc basis by patrons with the management consent for smoking, due to location, control within and management of such areas.

It should be noted that this list is not intended to be exhaustive. It may be appropriate for the applicant to consider other steps. Equally, the Licensing Authority recognises that not all the items in the list will be applicable to all premises.

Members will of course be mindful that the Policy covers all types of premises in all types of location, and that not all the measures referred to above will be relevant to all premises.

Members are reminded that they should consider each application on its merits, and in the light of all the written and oral information before them at the hearing.

#### **Natural Justice and Human Rights**

Members are reminded that they must follow the rules of natural justice, and must also consider human rights implications.

In particular, in accordance with Article 6, all parties are entitled to a fair hearing.

Consideration also needs to be given to the right to respect for private and family life and home, contained within Article 8, although this is a qualified right, and interference is permitted where this is in accordance with the law, or is necessary in a democratic society in the interests of public safety or the prevention of crime and disorder, or for the protection of the rights and freedoms of others. Article 1 of the First Protocol provides that every person is entitled to the peaceful enjoyment of his possessions, although again this right is qualified in the public interest.

#### Conclusion

Members should consider whether to grant the application for variation, modify any conditions of the licence or to reject the whole or part of the application. Members are reminded that they should state the reasons for their decision.



Legal and Human Resources
Licensing Section
Town Hall
Dalton Square
Lancaster
LA1 1PJ



Tel: (01524) 582000 email: licensing@lancaster.gov.uk

## **Premises Licence**

## LAPLNA0050

Part 1 - Premises Details

#### POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDNANCE SURVEY MAP REFERENCE OR DESCRIPTION

#### Pizzeria Italia

15 Queen Street, Morecambe, Lancashire, LA4 5EQ.

Telephone 01524 419400

#### WHERE THE LICENCE IS TIME LIMITED THE DATES

Not applicable

#### LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

- provision of late night refreshment

THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES								
Activity (and Area if applicable)	Description	Time From	Time To					
L. Late night refreshment \(Indoors	s\)							
- · · · · · · · · · · · · · · · · · · ·	Monday - Sunday	23:00	04:00					

THE OPENING HOURS OF THE PREMISES				
	Description	Time From	Time To	
	Monday - Sunday	11:00	04:00	

#### WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND / OR OFF SUPPLIES

Part 2

#### NAME, (REGISTERED) ADDRESS, TELEPHONE NUMBER AND EMAIL (WHERE RELEVANT) OF HOLDER OF PREMISES LICENCE

Hasan Kalayci 35 Edward Street, Morecambe, Lancashire, LA4 4BL.
Telephone 01524 419400

REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)





Legal and Human Resources
Licensing Section
Town Hall
Dalton Square
Lancaster
LA1 1PJ



Tel: (01524) 582000 email: licensing@lancaster.gov.uk

# **Premises Licence**

## LAPLNA0050

ANNEXES

#### **Embedded Conditions**

#### Mandatory condition where Door Supervisors are provided

All individuals who carry out security activities must be licensed by the Security Industry Authority (SIA)

#### **Offered Conditions**

- 1. A minimum number of 2 members of door staff registered with the SIA will be on duty from 01.00 hours Saturday and Sunday until close. (Subject to existing shared arrangements)
- 2. A crime prevention survey is to be carried out by the police and their recommendations fully complied with by the premises licence holder prior to the premises opening/the variation taking effect
- 3. To install, maintain and operate a CCTV system, which complies wit h the minimum requirements, expected of the Lancashire Constabulary and shall record during al I hours that a licensable activity takes place on the premises
- 4. The premises licence holder will register and use community/network radio
- 5. There will be no adult entertainment services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

#### **Operating Schedule**

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

All staff are trained and made aware of the objectives of the Licensing Act 2003

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

Recordable CCTV has been installed on the premises One bouncer will be working at our premises from 01.00 to 04.00.

#### c) Public Safety

Relevant Health and Safety certificates are in place. Customers are not allowed into the kitchen area

#### d) The prevention of public nuisance

Litter bins are provided in the premises

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

There is nothing in the operation of these premises that would cause harm to children





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LA1 1PJ



Tel: (01524) 582000 email: licensing@lancaster.gov.uk

# **Premises Licence**

LAPLNA0050





Legal and Human Resources
Licensing Section
Town Hall
Dalton Square
Lancaster
LA1 1PJ



Tel: (01524) 582000 email: licensing@lancaster.gov.uk

# **Premises Licence Summary**

LAPLNA0050

**Premises Details** 

#### POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDNANCE SURVEY MAP REFERENCE OR DESCRIPTION

#### Pizzeria Italia

15 Queen Street, Morecambe, Lancashire, LA4 5EQ.

Telephone 01524 419400

#### WHERE THE LICENCE IS TIME LIMITED THE DATES

Not applicable

#### LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

- provision of late night refreshment

THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVE	VITIES

Activity (and Area if applicable)	Description	Time From	Time To	
L. Late night refreshment \(Indoors\)				
	Monday - Sunday	23:00	04:00	

#### THE OPENING HOURS OF THE PREMISES

Description	Time From	Time To
Monday - Sunday	11:00	04:00

#### WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND / OR OFF SUPPLIES

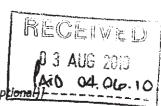
#### NAME, (REGISTERED) ADDRESS OF HOLDER OF PREMISES LICENCE

Hasan Kalayci 35 Edward Street, Morecambe, Lancashire, LA4 4BL.

REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)

STATE WHETHER ACCESS TO THE PREMISES BY CHILDREN IS RESTRICTED OR PROHIBITED





[Insert name and address of relevant licensing authority and its reference number (options

### Application to vary a premises licence under the Licensing Act 2003

### PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

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

I/We LAIAY LAIAY Leing the premises licence holder, apply to vary a (Insert name(s) of applicant)
premises licence under section 34 of the Licensing Act 2003 for the premises described in Part 1 below

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Premises licen	ce number			
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Telephone number	at premises (if any)	015	24 41940	20
Non-domestic rate	able value of premises		750	
Part 2 – Applica	nt details			
Daytime contact to	elephone number			
E-mail address (optional)	•		,	
Current postal address if different from premises address				
Post Town [	·		Postcode	

Part 3 - Variation

Do you want the proposed variation to have effect as soon as possible?	
If not do you want the variation to take effect from  Day Month Year  If your proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend	
Please describe briefly the common full	
Please describe briefly the nature of the proposed variation (Please see guidance note 1)  TO Remove Condition  A MINIMUM Number of 2  Members of door Staff  registered with the SIA  will be on duty  from (Iam) freday - Saturday	

## Part 4 Operating Schedule

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

Provision of	f regulated entertainment	Please tick Y yes
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)	
<b>g</b> )	performances of dance (if ticking yes, fill in box G)	
· h)	anything of a similar description to that falling within (e), (f) or	(g) $\Box$
	(if ticking yes, fill in box H)	
Provision of e	ntertainment facilities for:	
i)	making music (if ticking yes, fill in box I)	г
j)	dancing (if ticking yes, fill in box J)	
k)	entertainment of a similar description to that falling within (i) or	(i) —
	(if ticking yes, fill in box K)	т Ш.
Provision of Lat	te night refreshment (if ticking yes, fill in box L)	
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Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 8)

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understand that I must now adv	tion and the plan to responsible authorities and
	NVICTION TO A FINE UP TO LEVEL 5 ON THE DN 158 OF THE LICENSING ACT 2003 TO MAKE NNECTION WITH THIS APPLICATION
Part 5 - Signatures (please read guida	ence note10)
Signature of applicant (the current premiauthorised agent (please read guidance no in what capacity.  Signature	ses licence holder) or applicant's solicitor or other duly te 17). If signing on behalf of the applicant please state
Date 3 /08 /2010	
Capacity Owner	
Where the premises licence is jointly held sholder) or 2 <sup>nd</sup> applicant's solicitor or other signing on behalf of the applicant please stagnature	signature of Z <sup>nd</sup> applicant (the current premises licence authorised agent (please read guidance note 12). If ate in what capacity.
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Contact name (where not previously given this application (please read guidance note	) and address for correspondence associated with 13)
ost town	Post code
elephone number (if any)	
	ou by e-mail your e-mail address (optional)
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Licensing Unit, Lancaster Police Station, Thurnham Street, Lancaster, LA1 1YB



Licensing Manager Lancaster City Council Town Hall Dalton Square Lancaster LA1 1PJ

Date: 14 June 2010

Dear Sir/Madam

### Re: Pizzeria Italia, 15 Queen Street, Morecambe

I am in receipt of the Premises licence variation for the above named premises dated 07 June 2010

Having reviewed the application and the operating schedule, police feel that there are issues, which have not been addressed. Police will make the following relevant representations, which may fall into more than one of the licensing objectives, regarding this application.

### **Doorstaff**

The doorstaff provisions are inadequate for the application.

This will allow entry to potential offenders and staff will be unable to deal effectively with the situations that arise, this will lead to an increase in alcohol fuelled violent crime and disorder.

At this time I am authorised by the Chief Officer of Police to formally object to the issue of the licence in the terms as currently shown on the application .

Police have requested that the premises representatives contact myself, the officer dealing in order to arrange an arbitration meeting to attempt to resolve these issues. I shall keep you informed of any progress.

Yours sincerely,

PC Bernhardt Licensing Officer

#### LANCASTER CITY COUNCIL

## LICENSING ACT 2003 AND THE LICENSING ACT 2003 (HEARINGS) REGULATIONS 2005

### **NOTICE OF HEARING**

To: The Applicant: Mr Hasan Kalayci

The Responsible Authorities: PC Bernhardt

**THE LANCASTER CITY COUNCIL, AS LICENSING AUTHORITY, HEREBY GIVES YOU NOTICE** that a hearing before a Sub-Committee of the Licensing Act Committee to consider relevant representations in respect of an application under Section 34 of the Licensing Act 2003 in respect of premises known as **Pizzeria Italia** will take place on the **4th October 2010** at Lancaster Town Hall, commencing at 12.30 p.m.

**AND TAKE NOTICE THAT** each party as listed above is required to give to the Licensing Authority by no later than five working days before the day of the hearing a notice in writing stating whether that party intends to attend or be represented at the hearing, and whether he or she considers a hearing to be unnecessary.

AND TAKE NOTICE THAT if a party wishes any other person (other than the person he/she intends to represent him at the hearing) to appear at the hearing, the notice given by that party and referred to in the preceding paragraph must contain a request for permission for such other person to appear at the hearing, and must set out details of the name of that person and a brief description of the point or points on which that person may be able to assist in connection with the matter to be considered by the Sub-Committee.

**GIVEN** this 6th day of September 2010 by the Lancaster City Council as Licensing Authority.

#### INFORMATION TO ACCOMPANY NOTICE OF HEARING

### 1. Right of attendance, assistance and representation

A party may attend the hearing and may be assisted or represented by any person, whether or not that person is legally qualified.

The hearing will generally take place in public. However, the Sub-Committee may exclude the public from all or part of a hearing where it considers that the public interest in so doing outweighs the public interest in the hearing, or that part of the hearing, taking part in public. In such circumstances, a party and any person assisting or representing a party may be treated as a member of the public. The Sub-Committee will exclude the public (and the parties and their representatives) during the decision making process.

The Sub-Committee may require any person attending the hearing who in its opinion is behaving in a disruptive manner to leave the hearing, and may refuse to permit that person to return, or permit him to return only on such conditions as the Sub-Committee may specify. However, such a person may, before the end of the hearing, submit to the Sub-Committee in writing any information which he would have been entitled to give orally had he not been required to leave.

### 2. Representations and Supporting Information

At the hearing a party shall be entitled to:

- (a) Give further information as applicable in response to a point upon which notice has been given to that party that clarification is required. (Note if such clarification is required from a party this will have been indicated in the Notice of Hearing).
- (b) Question any other party, but only if given permission by the Sub-Committee; and
- (c) Address the Sub-Committee

### 3. Failure of Parties to attend the Hearing

If a party has given notice that he does not intend to attend or be represented at a hearing, the hearing may proceed in his absence.

If a party who has not so indicated fails to attend or be represented at a hearing, the Sub-Committee may, where it considers it to be necessary in the public interest, adjourn the hearing to a specified date, or hold the hearing in the party's absence. If the hearing proceeds in a party's absence, the Sub-Committee will consider and give appropriate weight to the application, representation or notice given by that party in their absence.

### 4. Representations and Evidence

A party who wishes to rely on information or documentary evidence that has not been submitted in advance of the issue of the Notice of Hearing should ensure that such information or evidence, together with sufficient copies for all the parties, is submitted to the Licensing Manager as soon as possible before the day of the hearing.

Parties are reminded that documentary or other information submitted on the day of the hearing may only be taken into account with the consent of all the other parties.

A party who wishes to produce audio/visual evidence should make such evidence available as soon as practical, and should give a minimum of two clear working days notice to the Licensing Manager to facilitate arrangements for the appropriate equipment to be available at the hearing.

#### 5. Procedure

A summary of the procedure that will normally be followed at the hearing is enclosed.

It should be noted that this is a general procedure intended to cover matters that will normally be applicable at all hearings.

However, depending on the circumstances of each individual case, it is recognised that other issues may need to be considered as preliminary points at the hearing. These may include (but are not limited to):

- Whether to proceed in the absence of a party
- Whether to admit new documents/information submitted at the hearing
- Whether it is in the public interest to exclude members of the public from the hearing or any part of the hearing (other than the decision making process)
- Whether any party wished to withdraw representations previously submitted

### 6. Special Needs

Any person who intends to attend a hearing and who has special needs, for example in connection with access, language, hearing or vision, should inform the Licensing Manager as soon as practical prior to the day of the hearing, so that appropriate provision or arrangements may be made.

# PROCEDURE TO BE FOLLOWED AT HEARINGS TO WHICH THE LICENSING ACT 2003 (HEARINGS) REGULATIONS 2005 APPLY

- 1. The Chairman will introduce the Members and the Legal Adviser and Democratic Support Officer.
- 2. The Chairman will ask the parties to introduce themselves and any persons with them.
- 3. The Chairman will confirm that there is no reason why any of the three subcommittee Members should not participate in this matter.
- 4. The Chairman will confirm that this is a discussion led by the authority, that any questions should generally be put through the Chairman, and that cross-examination will only be permitted if the Sub-Committee considers that it is necessary.
- 5. The Chairman will ask the parties if they have any requests to cross-examine, and such requests will be considered by the Sub-Committee.
- 6. The Sub-Committee will consider any requests from the parties for permission for another person to appear at the hearing.
- 7. The Chairman will explain to the parties that the procedure to be followed will be the published one (unless the circumstances of the case require the normal procedures to be varied) that is,
  - that the Licensing Manager (or his representative) will introduce the details of the application, the reason for the hearing, and the documentation,
  - that each party making representations will address the sub-committee in turn and will call other persons where permission has been given
  - that the applicant/licence holder will present his case and will call other persons where permission has been given
  - that Members may ask questions of all parties and persons
  - that questions from the parties must be directed through the Chairman unless cross-examination has been permitted under 4 above
  - that all parties will have the opportunity to make a closing statement, with the applicant/licence holder having the final word
  - that the Sub-Committee will withdraw to make its decision and formulate the reasons for the decision in private, and will ask its Legal Adviser and the Democratic Support Officer to join it in order to assist in documenting the decision and the reasons, or to provide clarification on any point. The decision will be announced in public and confirmed in writing. (In certain circumstances, the decision may not be made on the same day as the hearing). In the event that the Legal Adviser has been asked for clarification on any point then the point raised and the advice given will be declared to all parties.
- 8. The Chairman will indicate the maximum period of time each party will be allowed in which to present their case, and will seek comments from the parties before the Sub-Committee makes its final indication on this point.
- 9. The hearing will then proceed following the procedure in 7 above. The Chairman will arrange for reasonable comfort breaks throughout the hearing.

Meeting of: LICENSING ACT SUB-COMMITTEE

Date: 4TH OCTOBER 2010

Report of: HEAD OF LEGAL AND HUMAN RESOURCES

Reference: CM

Title: Mohamed Raisat, Rehmans Takeaway, 26 Queen Street. Morecambe,

**LA4 5EG** 

**APPLICATION FOR VARIATION OF LICENCE** 

Members of the Sub-Committee have the following documents attached to this report:

- 1. Copy of current premises licence:- (pages 86 to 88)
- 2. Application form (pages 89 to 102)
- 3. Copy of representation from Lancashire Constabulary :- (page 103)
- 4. Notice of Hearing (pages 104 to 107)

### **Details of Application**

Mohammed Raisat has submitted an application under Section 34 of the Licensing Act 2003 to vary the premises licence for Rehmans Takeaway, 26 Queen Street, Morecambe LA4 5EG

The current premises licence permits the following: -

Late night refreshment on Monday to Sunday from 23.00 am to 05.00am the following day with the condition attached to the licence that :

A minimum number of 2 members of door staff registered with the SIA will be on duty from **1am** Fridays and Saturdays.

A copy of the current licence is at Document 1 attached to this report.

The application to vary the premises licence is to remove the condition relating to door staff entirely from the licence.

Details of the application to vary the premises licence are set out in the application form, which is Document 2 attached to this report.

### **Representations**

Under Section 35(3) of the Act, it is necessary for a hearing to be held to consider the application, as a representation has been received from the responsible authority as named above.

PC Bernhardt of Lancashire Constabulary has made a representation based on the licensing objective the prevention of crime and disorder. He has stated that 'the door staff provision is inadequate as it will allow entry to potential offenders and staff will be unable to deal effectively with the situations that arise, this will lead to an increase in alcohol fuelled violent crime and disorder.

A copy of the representation is at Document 3 attached to this report

### **Notice of Hearing**

In accordance with the relevant Regulations, the parties have been given notice of the hearing. It was not felt necessary to request any clarification from the parties. The parties have been required in accordance with the Regulations to indicate at least five working days before the hearing whether they intend to attend and/or be represented at the hearing and if they wish any witness to appear at the hearing. Any responses and any further documentation submitted by any of the parties after the circulation of this agenda will be circulated to Members in advance of the meeting. Members are reminded that documentary or other information submitted on the day of the hearing may only be taken into account with the consent of the Sub-Committee and all the parties.

### **Matter for Decision**

The Sub-Committee is requested to consider the application and the representation.

This is in accordance with Section 35(3) and (4) of the Act which provide as follows:

- (3) Where relevant representations are made, the authority must-
  - (a) hold a hearing to consider them, unless the authority, the applicant and each person who has made such representations agree that a hearing is unnecessary, and
  - (b) having regard to the representations, take such of the steps mentioned in subsection (4) (if any) as it considers necessary for the promotion of the licensing objectives.
- (4) The steps are-
  - (a) to modify the conditions of the licence;
  - (b) to reject the whole or part of the application; and for this purpose the conditions of the licence are modified if any of them is altered or omitted or any new condition is added

Members are reminded that the licensing objectives are:

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

### Relevant Parts of the Council's Statement of Licensing Policy

With regard to the prevention of crime and disorder, the Policy provides as follows:

### 9. The prevention of crime and disorder

- 9.1 The central concerns of licensing in relation to law and order are acts of violence and vandalism brought about by consumption of alcohol and the use of licensed premises as part of a distribution network for illegal drugs.
- 9.2 It is not the function of licensing to impose good practice in the adoption of wider crime reduction measures, such as those for securing premises outside of trading hours. It is also not a purpose of licensing to require that measures be put in place to enhance the opportunities for gathering evidence in relation to crime of a general nature. However, the Licensing Authority recognises that CCTV cameras at premises have an important role in preventing crime and disorder.
- 9.4 The Licensing Authority's starting point is to seek a reduction in crime and disorder throughout the area, consistent with its statutory duty under section 17 of the Crime and Disorder Act 1998. Licences may be granted if applicants can demonstrate that a positive reduction in crime and disorder will result, or that it will not increase, as a result of the application being granted.
- 9.5 Where there are relevant representations, the Licensing Authority will generally not grant a licence where it is likely that the premises will be used for unlawful purposes or where it is considered that the use of the premises is likely to cause an increase in crime and disorder in the area or the premises and this cannot be prevented by the imposition of conditions. When addressing crime and disorder, the applicant should identify any particular issues which are likely to adversely affect the promotion of the objective to prevent crime and disorder, taking account the location, size and likely clientele of the premises, and the type of entertainment (if any) to be provided. Such steps as are required to deal with these issues should be included within the applicant's operating schedule, and may include:
  - Use of CCTV inside and outside the premises. The Lancashire Constabulary has produced suggested minimum requirements for CCTV and these are available from the Lancashire Constabulary or from the Licensing Authority's administrative staff
  - Use of metal detection or other search equipment or procedures
  - Crime and disorder risk assessment in relation to the proposed activities
  - Measures to prevent the use or supply of illegal drugs and procedures for searching customers
  - Ensuring that all staff are appropriately trained
  - Ensuring that all staff involved in the management of the premises have the capability, responsibility and training to supervise other staff and to ensure that the premises are operated in such a manner as to prevent crime and disorder
  - Employment of sufficient security staff where appropriate, controlling admission, monitoring capacity within the premises as a whole and in separate rooms/levels and patrolling the interior and exterior of the premises (any such staff must be licensed by the Security Industry Authority). The Licensing Authority recognises that there is a greater need for security staff in some premises than in others. For example there will be a greater need for security staff in a town centre nightclub than in a village pub. It will be for the applicant to consider the appropriate number of doorstaff required for the particular premises.
  - Ensuring that a register of doorstaff and their working times is maintained
  - Participation in Pub Watch, Best Bar None or other relevant schemes and using radio links/pages as a means of connecting to other licensed premises.
  - Use of plastic or polycarbonate glasses and bottles, where appropriate, or toughened glass. Applicants are advised that the Government believes that a

- risk-based, rather than blanket, approach to requiring licensed premises to use safer alternatives is the best way to tackle the problem of glass-related injuries
- Wherever possible, agreed protocols with police and other organisations and a commitment to co-operate and provide such evidence as the Police require.
- Adopting the "Night Safe Initiative" and "Safer Clubbing Guide" as statements of best practice
- Following the trade codes of practice, for example BBPA and Portman Group, and not carrying out any irresponsible drinks promotions
- Providing a suitable environment for customers having regard to the activities going on in the premises, in particular appropriate levels of seating
- Ensuring that there are sufficient transport facilities available to ensure that customers can leave the premises safely and swiftly.
- Maintaining an incident log
- The steps the applicant has taken to prevent crime and disorder issues from occurring in any open air parts of the premises, beer gardens, smoking shelters or areas that are used on an ad-hoc basis by patrons with the management consent for smoking, due to location, control within and management of such areas.

It should be noted that this list is not intended to be exhaustive. It may be appropriate for the applicant to consider other steps. Equally, the Licensing Authority recognises that not all the items in the list will be applicable to all premises.

Members will of course be mindful that the Policy covers all types of premises in all types of location, and that not all the measures referred to above will be relevant to all premises.

Members are reminded that they should consider each application on its merits, and in the light of all the written and oral information before them at the hearing.

### **Natural Justice and Human Rights**

Members are reminded that they must follow the rules of natural justice, and must also consider human rights implications.

In particular, in accordance with Article 6, all parties are entitled to a fair hearing.

Consideration also needs to be given to the right to respect for private and family life and home, contained within Article 8, although this is a qualified right, and interference is permitted where this is in accordance with the law, or is necessary in a democratic society in the interests of public safety or the prevention of crime and disorder, or for the protection of the rights and freedoms of others. Article 1 of the First Protocol provides that every person is entitled to the peaceful enjoyment of his possessions, although again this right is qualified in the public interest.

### Conclusion

Members should consider whether to grant the application for variation, modify any conditions of the licence or to reject the whole or part of the application. Members are reminded that they should state the reasons for their decision.



Legal and Human Resources
Licensing Section
Town Hall
Dalton Square
Lancaster
LA1 1PJ



Tel: (01524) 582000 email: licensing@lancaster.gov.uk

# **Premises Licence**

# LAPLNA0051

Part 1 - Premises Details

### POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDNANCE SURVEY MAP REFERENCE OR DESCRIPTION

### **Rehmans Takeaway**

26 Queen Street, Morecambe, Lancashire, LA4 5EG.

Telephone 01524 427878

### WHERE THE LICENCE IS TIME LIMITED THE DATES

Not applicable

### LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

- provision of late night refreshment

THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES					
Activity (and Area if applicable)	Description	Time From	Time To		
L. Late night refreshment \(Indoors	\)				
_	Monday - Sunday	23:00	05:00		

THE OPENING HOURS OF THE PREMISES					
	Description	Time From	Time To		
	Monday - Sunday	09:00	05:00		

### WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND / OR OFF SUPPLIES

Part 2

### NAME, (REGISTERED) ADDRESS, TELEPHONE NUMBER AND EMAIL (WHERE RELEVANT) OF HOLDER OF PREMISES LICENCE

Mohammed Raisat

118 Richmond Hill Street, Accrington, Lancashire, BB5 0QT.
Telephone 07980 481378 (daytime)

REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)





Legal and Human Resources
Licensing Section
Town Hall
Dalton Square
Lancaster
LA1 1PJ



Tel: (01524) 582000 email: licensing@lancaster.gov.uk

## **Premises Licence**

# LAPLNA0051

ANNEXES

### **Embedded Conditions**

Mandatory condition where Door Supervisors are provided

All individuals who carry out security activities must be licensed by the Security Industry Authority (SIA)

Offered Conditions

See attached Operating Schedule

A minimum number of 2 members of door staff registered with the SI A will be on duty from [1am] Fridays and Saturdays.

The premises licence holder will maintain a daily record comprising of the following: - start time and finish time of each door supervisor. The door supervisor will record their r SIA badge number and will sign and print their name in a legible form at the beginning and end of each tour of duty. The record shall be kept securely on the premises for at least 6 months and shall be produced authorised person

A crime prevention survey is to be carried out by the police and t heir recommendations fully complied with by the premises licence holder prior to the premises opening/the variation taking effect

To install, maintain and operate a CCTV system, which complies wit h the minimum requirements, expected of the Lancashire Constabulary and shall record during all hours that a licensable activity takes place on the premises

The premises licence holder shall register and make use of the com munity/network radio (Applicable where premises sell or supply alcohol or provide entertainment or late night refreshment beyond 11pm) There will be no adult entertainment services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children





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Lancaster
LA1 1PJ



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# **Premises Licence Summary**

LAPLNA0051

**Premises Details** 

### POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDNANCE SURVEY MAP REFERENCE OR DESCRIPTION

### **Rehmans Takeaway**

26 Queen Street, Morecambe, Lancashire, LA4 5EG.

Telephone 01524 427878

### WHERE THE LICENCE IS TIME LIMITED THE DATES

Not applicable

#### LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

- provision of late night refreshment

THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES				
Activity (and Area if applicable)	Description	Time From	Time To	
L. Late night refreshment \(Indoors	s()			
- · · · · · · · · · · · · · · · · · · ·	Monday - Sunday	23:00	05:00	

THE OPENING HOURS OF THE PREMISES				
	Description	Time From	Time To	
	Monday - Sunday	09:00	05:00	

### WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND / OR OFF SUPPLIES

### NAME, (REGISTERED) ADDRESS OF HOLDER OF PREMISES LICENCE

Mohammed Raisat 118 Richmond Hill Street, Accrington, Lancashire, BB5 0QT.

REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)

STATE WHETHER ACCESS TO THE PREMISES BY CHILDREN IS RESTRICTED OR PROHIBITED



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[Insert name and address of relevant licensing authority and its reference

### Application to vary a premises licence under the Licensing Act 2003

### PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

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

I/We ... IMDHAMMED Ria AT. being the premises licence holder, apply to vary a (Insert name(s) of applicant)
premises licence under section 34 of the Licensing Act 2003 for the premises described in Part 1 below

Premises !	licence	number
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Part 1 – Premises details	
	Inance survey map reference, or description
REHMANS TAKER	
26 QUEEN STREE	e T
Post town	Post code
MORECAMBE	LAL SEG
Telephone number at premises (if any)	01524427878
Non-domestic rateable value of premises	£ #20. 3100
Part 2 - Applicant details	
Daytime contact telephone number	
E-mail address (optional)	·
Current postal address if	
different from	
premises address	
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Post Town	Postcode
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### Part 3 - Variation

Do you want the proposed variation to have effect as soon as possible?
If not do you want the variation to take effect from
If your proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend
Please describe briefly the nature of the proposed variation (Please see guidance note 1)
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A MINUMUM Of 2 members
of Door Staff Registered with
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## Part 4 Operating Schedule

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

Provision of	regulated entertainment	Please tick *	yes
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)		
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1)	making music (if ticking yes, fill in box I)		$\overline{\Box}$
j)	dancing (if ticking yes, fill in box J)		
k)	entertainment of a similar description to that falling within (i) or	(j)	
	(if ticking yes, fill in box K)		Ч.
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			entertainment of a similar description to that f	alling within I or I
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Fri	<u> </u>			
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	gs (pleas nce note			
Day	Start	Finish	-	Both
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Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 8)

a

Hours premises are open to the public Standard days and timings (please read guidance note 6)		public and read	State any seasonal variations (please read guidance note 4)
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have en	closed the premises l	icence	Please tick Y	yes	
nave en	closed the relevant p	art of the premises licence		if you have not ticked one of these boxes please fill in reasons for not including the licence, or part of it, below	
Reasons	why I have failed to	enclose the premises licen	ce or relevant part o	of premises licence	

escribe any additional steps you intend to take t f the proposed variation:		
General – all four licensing objectives (b,c,d,e	) (please read guidance n	ote 9)
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The prevention of crime and disorder		
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ublic safety	,	
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he prevention of public nuisance		
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e protection of children from harm		

Please tick ✓ yes

<ul> <li>I have made or enclosed payment of the application.</li> </ul>	the fee	
orners where applicable	and the plan to responsible authorities and	
<ul> <li>I have enclosed the premises licence of</li> </ul>	or relevant part of it or explanation	
<ul> <li>I understand that if I do not comply w be rejected</li> </ul>	ith the above requirements my application will	
IT IS AN OFFENCE, LIABLE ON CONVIC STANDARD SCALE, UNDER SECTION A FALSE STATEMENT IN OR IN CONNI	CTION TO A FINE UP TO LEVEL 5 ON TH 158 OF THE LICENSING ACT 2003 TO M ECTION WITH THIS APPLICATION	⊣E 1AKE
Part 5 - Signatures (please read guidance	note10)	
Signature of applicant (the current premises l authorised agent (please read guidance note 1° in what capacity.	icence holder) or applicant's solicitor or other of a signing on behalf of the applicant please s	duly state
Signature	¥:,	
03 18 10		4 41 5 48 50
Date 03/8/10		••••••
Capacity OWNOC	11-11-11-11-11-11-11-11-11-11-11-11-11-	
Where the premises licence is jointly held signiholder) or 2 <sup>nd</sup> applicant's solicitor or other auth signing on behalf of the applicant please state. Signature	horised agent (please read guidance note 12) If	ence
Date		16 E 45 F F
Capacity		*****
		*****
Contact name (where not previously given) an this application (please read guidance note 13)	d address for correspondence associated with	
Post town	Post code	$\dashv$
Telephone number (if any)		$\dashv$
If you would prefer us to correspond with you i	y e-mail your e-mail address (optional)	$\dashv$

Licensing Unit, Lancaster Police Station, Thurnham Street, Lancaster, LA1 1YB



Licensing Manager Lancaster City Council Town Hall Dalton Square Lancaster LA1 1PJ

Date: 14 June 2010

Dear Sir/Madam

### Re: Rehmans, 26 Queen Street, Morecambe

I am in receipt of the Premises licence variation for the above named premises dated 07 June 2010

Having reviewed the application and the operating schedule, police feel that there are issues, which have not been addressed. Police will make the following relevant representations, which may fall into more than one of the licensing objectives, regarding this application.

### Doorstaff

The doorstaff provisions are inadequate for the application.

This will allow entry to potential offenders and staff will be unable to deal effectively with the situations that arise, this will lead to an increase in alcohol fuelled violent crime and disorder.

At this time I am authorised by the Chief Officer of Police to formally object to the issue of the licence in the terms as currently shown on the application.

Police have requested that the premises representatives contact myself, the officer dealing in order to arrange an arbitration meeting to attempt to resolve these issues. I shall keep you informed of any progress.

Yours sincerely,

PC Bernhardt Licensing Officer

#### LANCASTER CITY COUNCIL

## LICENSING ACT 2003 AND THE LICENSING ACT 2003 (HEARINGS) REGULATIONS 2005

### **NOTICE OF HEARING**

To: The Applicant: Mr Mohammed Riasat

The Responsible Authorities: PC Bernhardt

**THE LANCASTER CITY COUNCIL, AS LICENSING AUTHORITY, HEREBY GIVES YOU NOTICE** that a hearing before a Sub-Committee of the Licensing Act Committee to consider relevant representations in respect of an application under Section 34 of the Licensing Act 2003 in respect of premises known as **Rehmans** will take place on the **4th October 2010** at Lancaster Town Hall, commencing at 2.00 p.m.

**AND TAKE NOTICE THAT** each party as listed above is required to give to the Licensing Authority by no later than five working days before the day of the hearing a notice in writing stating whether that party intends to attend or be represented at the hearing, and whether he or she considers a hearing to be unnecessary.

AND TAKE NOTICE THAT if a party wishes any other person (other than the person he/she intends to represent him at the hearing) to appear at the hearing, the notice given by that party and referred to in the preceding paragraph must contain a request for permission for such other person to appear at the hearing, and must set out details of the name of that person and a brief description of the point or points on which that person may be able to assist in connection with the matter to be considered by the Sub-Committee.

**GIVEN** this 6th day of September 2010 by the Lancaster City Council as Licensing Authority.

#### INFORMATION TO ACCOMPANY NOTICE OF HEARING

### 1. Right of attendance, assistance and representation

A party may attend the hearing and may be assisted or represented by any person, whether or not that person is legally qualified.

The hearing will generally take place in public. However, the Sub-Committee may exclude the public from all or part of a hearing where it considers that the public interest in so doing outweighs the public interest in the hearing, or that part of the hearing, taking part in public. In such circumstances, a party and any person assisting or representing a party may be treated as a member of the public. The Sub-Committee will exclude the public (and the parties and their representatives) during the decision making process.

The Sub-Committee may require any person attending the hearing who in its opinion is behaving in a disruptive manner to leave the hearing, and may refuse to permit that person to return, or permit him to return only on such conditions as the Sub-Committee may specify. However, such a person may, before the end of the hearing, submit to the Sub-Committee in writing any information which he would have been entitled to give orally had he not been required to leave.

### 2. Representations and Supporting Information

At the hearing a party shall be entitled to:

- (a) Give further information as applicable in response to a point upon which notice has been given to that party that clarification is required. (Note if such clarification is required from a party this will have been indicated in the Notice of Hearing).
- (b) Question any other party, but only if given permission by the Sub-Committee; and
- (c) Address the Sub-Committee

### 3. Failure of Parties to attend the Hearing

If a party has given notice that he does not intend to attend or be represented at a hearing, the hearing may proceed in his absence.

If a party who has not so indicated fails to attend or be represented at a hearing, the Sub-Committee may, where it considers it to be necessary in the public interest, adjourn the hearing to a specified date, or hold the hearing in the party's absence. If the hearing proceeds in a party's absence, the Sub-Committee will consider and give appropriate weight to the application, representation or notice given by that party in their absence.

### 4. Representations and Evidence

A party who wishes to rely on information or documentary evidence that has not been submitted in advance of the issue of the Notice of Hearing should ensure that such information or evidence, together with sufficient copies for all the parties, is submitted to the Licensing Manager as soon as possible before the day of the hearing.

Parties are reminded that documentary or other information submitted on the day of the hearing may only be taken into account with the consent of all the other parties.

A party who wishes to produce audio/visual evidence should make such evidence available as soon as practical, and should give a minimum of two clear working days notice to the Licensing Manager to facilitate arrangements for the appropriate equipment to be available at the hearing.

#### 5. Procedure

A summary of the procedure that will normally be followed at the hearing is enclosed.

It should be noted that this is a general procedure intended to cover matters that will normally be applicable at all hearings.

However, depending on the circumstances of each individual case, it is recognised that other issues may need to be considered as preliminary points at the hearing. These may include (but are not limited to):

- Whether to proceed in the absence of a party
- Whether to admit new documents/information submitted at the hearing
- Whether it is in the public interest to exclude members of the public from the hearing or any part of the hearing (other than the decision making process)
- Whether any party wished to withdraw representations previously submitted

### 6. Special Needs

Any person who intends to attend a hearing and who has special needs, for example in connection with access, language, hearing or vision, should inform the Licensing Manager as soon as practical prior to the day of the hearing, so that appropriate provision or arrangements may be made.

# PROCEDURE TO BE FOLLOWED AT HEARINGS TO WHICH THE LICENSING ACT 2003 (HEARINGS) REGULATIONS 2005 APPLY

- 1. The Chairman will introduce the Members and the Legal Adviser and Democratic Support Officer.
- 2. The Chairman will ask the parties to introduce themselves and any persons with them.
- 3. The Chairman will confirm that there is no reason why any of the three subcommittee Members should not participate in this matter.
- 4. The Chairman will confirm that this is a discussion led by the authority, that any questions should generally be put through the Chairman, and that cross-examination will only be permitted if the Sub-Committee considers that it is necessary.
- 5. The Chairman will ask the parties if they have any requests to cross-examine, and such requests will be considered by the Sub-Committee.
- 6. The Sub-Committee will consider any requests from the parties for permission for another person to appear at the hearing.
- 7. The Chairman will explain to the parties that the procedure to be followed will be the published one (unless the circumstances of the case require the normal procedures to be varied) that is,
  - that the Licensing Manager (or his representative) will introduce the details of the application, the reason for the hearing, and the documentation,
  - that each party making representations will address the sub-committee in turn and will call other persons where permission has been given
  - that the applicant/licence holder will present his case and will call other persons where permission has been given
  - that Members may ask questions of all parties and persons
  - that questions from the parties must be directed through the Chairman unless cross-examination has been permitted under 4 above
  - that all parties will have the opportunity to make a closing statement, with the applicant/licence holder having the final word
  - that the Sub-Committee will withdraw to make its decision and formulate the reasons for the decision in private, and will ask its Legal Adviser and the Democratic Support Officer to join it in order to assist in documenting the decision and the reasons, or to provide clarification on any point. The decision will be announced in public and confirmed in writing. (In certain circumstances, the decision may not be made on the same day as the hearing). In the event that the Legal Adviser has been asked for clarification on any point then the point raised and the advice given will be declared to all parties.
- 8. The Chairman will indicate the maximum period of time each party will be allowed in which to present their case, and will seek comments from the parties before the Sub-Committee makes its final indication on this point.
- 9. The hearing will then proceed following the procedure in 7 above. The Chairman will arrange for reasonable comfort breaks throughout the hearing.

Meeting of: LICENSING ACT SUB-COMMITTEE

Date: 4TH OCTOBER 2010

Report of: HEAD OF LEGAL AND HUMAN RESOURCES

Reference: CM

Title: Mohammad Naeem Aslam, Shahi Tandoori Takeaway, 8 Queen Street,

Morecambe, LA4 5EG

**APPLICATION FOR VARIATION OF LICENCE** 

Members of the Sub-Committee have the following documents attached to this report:

- 1. Copy of current premises licence:- (pages 112 to 115)
- 2. Application form (pages 116 to 129)
- 3. Copy of representation from Lancashire Constabulary :- (page 130)
- 4. Notice of Hearing (pages 131 to 134)

#### **Details of Application**

Mohammad Naeem Aslam has submitted an application under Section 34 of the Licensing Act 2003 to vary the premises licence for Shahi Tandoori Takeaway, 8 Queen Street, Morecambe LA4 5EG

The current premises licence permits the following: -

Late night refreshment on Monday to Saturday from 23.00 am to 03.00am, Sunday from 23.00 to 02.00 the following day with the condition attached to the licence that:

A minimum number of 2 members of door staff registered with the SIA will be on duty from 01.00 hours on Friday/Saturday and Saturday/Sunday mornings

A copy of the current licence is at Document 1 attached to this report.

The application to vary the premises licence is to remove the condition relating to door staff entirely from the licence.

Details of the application to vary the premises licence are set out in the application form, which is Document 2 attached to this report.

#### Representations

Under Section 35(3) of the Act, it is necessary for a hearing to be held to consider the application, as a representation has been received from the responsible authority as named above.

PC Bernhardt of Lancashire Constabulary has made a representation based on the licensing objective the prevention of crime and disorder. He has stated that 'the door staff provision is inadequate as it will allow entry to potential offenders and staff will be unable to deal

effectively with the situations that arise, this will lead to an increase in alcohol fuelled violent crime and disorder.

A copy of the representation is at Document 3 attached to this report

#### **Notice of Hearing**

In accordance with the relevant Regulations, the parties have been given notice of the hearing. It was not felt necessary to request any clarification from the parties. The parties have been required in accordance with the Regulations to indicate at least five working days before the hearing whether they intend to attend and/or be represented at the hearing and if they wish any witness to appear at the hearing. Any responses and any further documentation submitted by any of the parties after the circulation of this agenda will be circulated to Members in advance of the meeting. Members are reminded that documentary or other information submitted on the day of the hearing may only be taken into account with the consent of the Sub-Committee and all the parties.

#### **Matter for Decision**

The Sub-Committee is requested to consider the application and the representation.

This is in accordance with Section 35(3) and (4) of the Act which provide as follows:

- (3) Where relevant representations are made, the authority must-
  - (a) hold a hearing to consider them, unless the authority, the applicant and each person who has made such representations agree that a hearing is unnecessary, and
  - (b) having regard to the representations, take such of the steps mentioned in subsection (4) (if any) as it considers necessary for the promotion of the licensing objectives.
- (4) The steps are-
  - (a) to modify the conditions of the licence;
  - (b) to reject the whole or part of the application; and for this purpose the conditions of the licence are modified if any of them is altered or omitted or any new condition is added

Members are reminded that the licensing objectives are:

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

#### Relevant Parts of the Council's Statement of Licensing Policy

With regard to the prevention of crime and disorder, the Policy provides as follows:

#### 9. The prevention of crime and disorder

9.1 The central concerns of licensing in relation to law and order are acts of violence and vandalism brought about by consumption of alcohol and the use of licensed premises as part of a distribution network for illegal drugs.

- 9.2 It is not the function of licensing to impose good practice in the adoption of wider crime reduction measures, such as those for securing premises outside of trading hours. It is also not a purpose of licensing to require that measures be put in place to enhance the opportunities for gathering evidence in relation to crime of a general nature. However, the Licensing Authority recognises that CCTV cameras at premises have an important role in preventing crime and disorder.
- 9.4 The Licensing Authority's starting point is to seek a reduction in crime and disorder throughout the area, consistent with its statutory duty under section 17 of the Crime and Disorder Act 1998. Licences may be granted if applicants can demonstrate that a positive reduction in crime and disorder will result, or that it will not increase, as a result of the application being granted.
- 9.5 Where there are relevant representations, the Licensing Authority will generally not grant a licence where it is likely that the premises will be used for unlawful purposes or where it is considered that the use of the premises is likely to cause an increase in crime and disorder in the area or the premises and this cannot be prevented by the imposition of conditions. When addressing crime and disorder, the applicant should identify any particular issues which are likely to adversely affect the promotion of the objective to prevent crime and disorder, taking account the location, size and likely clientele of the premises, and the type of entertainment (if any) to be provided. Such steps as are required to deal with these issues should be included within the applicant's operating schedule, and may include:
  - Use of CCTV inside and outside the premises. The Lancashire Constabulary has produced suggested minimum requirements for CCTV and these are available from the Lancashire Constabulary or from the Licensing Authority's administrative staff
  - Use of metal detection or other search equipment or procedures
  - Crime and disorder risk assessment in relation to the proposed activities
  - Measures to prevent the use or supply of illegal drugs and procedures for searching customers
  - Ensuring that all staff are appropriately trained
  - Ensuring that all staff involved in the management of the premises have the capability, responsibility and training to supervise other staff and to ensure that the premises are operated in such a manner as to prevent crime and disorder
  - Employment of sufficient security staff where appropriate, controlling admission, monitoring capacity within the premises as a whole and in separate rooms/levels and patrolling the interior and exterior of the premises (any such staff must be licensed by the Security Industry Authority). The Licensing Authority recognises that there is a greater need for security staff in some premises than in others. For example there will be a greater need for security staff in a town centre nightclub than in a village pub. It will be for the applicant to consider the appropriate number of doorstaff required for the particular premises.
  - Ensuring that a register of doorstaff and their working times is maintained
  - Participation in Pub Watch, Best Bar None or other relevant schemes and using radio links/pages as a means of connecting to other licensed premises.
  - Use of plastic or polycarbonate glasses and bottles, where appropriate, or toughened glass. Applicants are advised that the Government believes that a risk-based, rather than blanket, approach to requiring licensed premises to use safer alternatives is the best way to tackle the problem of glass-related injuries
  - Wherever possible, agreed protocols with police and other organisations and a commitment to co-operate and provide such evidence as the Police require.

- Adopting the "Night Safe Initiative" and "Safer Clubbing Guide" as statements of best practice
- Following the trade codes of practice, for example BBPA and Portman Group, and not carrying out any irresponsible drinks promotions
- Providing a suitable environment for customers having regard to the activities going on in the premises, in particular appropriate levels of seating
- Ensuring that there are sufficient transport facilities available to ensure that customers can leave the premises safely and swiftly.
- Maintaining an incident log
- The steps the applicant has taken to prevent crime and disorder issues from occurring in any open air parts of the premises, beer gardens, smoking shelters or areas that are used on an ad-hoc basis by patrons with the management consent for smoking, due to location, control within and management of such areas

It should be noted that this list is not intended to be exhaustive. It may be appropriate for the applicant to consider other steps. Equally, the Licensing Authority recognises that not all the items in the list will be applicable to all premises.

Members will of course be mindful that the Policy covers all types of premises in all types of location, and that not all the measures referred to above will be relevant to all premises.

Members are reminded that they should consider each application on its merits, and in the light of all the written and oral information before them at the hearing.

#### **Natural Justice and Human Rights**

Members are reminded that they must follow the rules of natural justice, and must also consider human rights implications.

In particular, in accordance with Article 6, all parties are entitled to a fair hearing.

Consideration also needs to be given to the right to respect for private and family life and home, contained within Article 8, although this is a qualified right, and interference is permitted where this is in accordance with the law, or is necessary in a democratic society in the interests of public safety or the prevention of crime and disorder, or for the protection of the rights and freedoms of others. Article 1 of the First Protocol provides that every person is entitled to the peaceful enjoyment of his possessions, although again this right is qualified in the public interest.

#### Conclusion

Members should consider whether to grant the application for variation, modify any conditions of the licence or to reject the whole or part of the application. Members are reminded that they should state the reasons for their decision.



Legal and Human Resources
Licensing Section
Town Hall
Dalton Square
Lancaster
LA1 1PJ



Tel: (01524) 582000 email: licensing@lancaster.gov.uk

# **Premises Licence**

### LAPLNA0054

Part 1 - Premises Details

#### POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDNANCE SURVEY MAP REFERENCE OR DESCRIPTION

#### Shahi

8 Queen Street, Morecambe, Lancashire, LA4 5EG.

Telephone 01524 833164

#### WHERE THE LICENCE IS TIME LIMITED THE DATES

Not applicable

#### LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

- provision of late night refreshment

THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES									
Activity (and Area if applicable)	Description	Time From	Time To						
L. Late night refreshment \((Indoors\))									
	Monday-Saturday	23:00	03:00						
	Sunday	23:00	02:00						

THE OPENING HOURS OF THE PREMISES				
	Description	Time From	Time To	
	Monday-Saturday	11:00	03:00	
	Sunday	11:00	02:00	
	•			

#### WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND / OR OFF SUPPLIES

Part 2

NAME, (REGISTERED) ADDRESS, TELEPHONE NUMBER AND EMAIL (WHERE RELEVANT) OF HOLDER OF PREMISES LICENCE

Mohammed Naeem Aslam

28 Balmoral Road, Morecambe, Lancashire, LA4 4JW.
Telephone 01524 413105 or 01524 68060

REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)





Legal and Human Resources
Licensing Section
Town Hall
Dalton Square
Lancaster
LA1 1PJ



Tel: (01524) 582000 email: licensing@lancaster.gov.uk

### **Premises Licence**

### LAPLNA0054

ANNEXES

#### **Embedded Conditions**

Mandatory condition where Door Supervisors are provided

All individuals who carry out security activities must be licensed by the Security Industry Authority (SIA)

Offered Conditions

- 1. A minimum number of 2 members of door staff registered with the SIA will be on duty from 01.00 hours on Friday/Saturday and Saturday/Sunday mornings
- 2. A crime prevention survey is to be carried out by the police and their recommendations fully complied with by the premises licence holder prior to the premises opening/the variation taking effect
- 3. To install, maintain and operate a CCTV system, which complies wit h the minimum requirements, expected of the Lancashire Constabulary and shall record during all hours that a licensable activity takes place on the premises
- 4. The premises licence holder will register and use community/network radio
  There will be no adult entertainment services, activities, other entertainment or matters ancillary to the use
  of the premises that may give rise to concern in respect of children

#### **Operating Schedule**

a) General - all four licensing objectives (b,c,d,e) see b,c, &d.

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

cctv installed in the premises

No history of any violence or disturbances in premi

No history of any violence or disturbances in premises for which the police had to be called no alcohol to be consumed on the premises

#### c) Public safety

All relevant health & Safety and fire regulations in place. Customers not allowed in kitchen area

#### d) The prevention of public nuisance

Waste bins provided for litter No music played in shop

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





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Licensing Section
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Dalton Square
Lancaster
LA1 1PJ



Tel: (01524) 582000 email: licensing@lancaster.gov.uk

# **Premises Licence**

## LAPLNA0054

There is nothing in the operation of these premises which would cause harm to children





Legal and Human Resources
Licensing Section
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Dalton Square
Lancaster
LA1 1PJ



Tel: (01524) 582000 email: licensing@lancaster.gov.uk

# **Premises Licence Summary**

LAPLNA0054

**Premises Details** 

#### POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDNANCE SURVEY MAP REFERENCE OR DESCRIPTION

#### Shahi

8 Queen Street, Morecambe, Lancashire, LA4 5EG.

Telephone 01524 833164

#### WHERE THE LICENCE IS TIME LIMITED THE DATES

Not applicable

#### LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

- provision of late night refreshment

THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES									
Activity (and Area if applicable)	Description	Time From	Time To						
L. Late night refreshment \(Indoors\)									
	Monday-Saturday	23:00	03:00						
	Sunday	23:00	02:00						

THE OPENING HOURS OF THE PREMIS	SES			
	Description	Time From	Time To	
	Monday-Saturday	11:00	03:00	
	Sunday	11:00	02:00	

WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND / OR OFF SUPPLIES

#### NAME, (REGISTERED) ADDRESS OF HOLDER OF PREMISES LICENCE

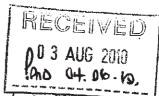
Mohammed Naeem Aslam

28 Balmoral Road, Morecambe, Lancashire, LA4 4JW.

REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)

STATE WHETHER ACCESS TO THE PREMISES BY CHILDREN IS RESTRICTED OR PROHIBITED





[Insert name and address of relevant licensing authority and its reference number (optional)]

### Application to vary a premises licence under the Licensing Act 2003

### PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

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

I/We Manager Macan being the premises licence holder, apply to vary a (Insert name(s) of applicant) premises licence under section 34 of the Licensing Act 2003 for the premises described in Part 1 below

Premises licence number LAPLNA 0054 Part 1 - Premises details Postal address of premises or, if none, ordnance survey map reference, or description SHAHI INDIAN TANZOURI 8. QUEEN STREET Post town Post code ORECAMBE LAU JEG. Telephone number at premises (if any) 24833164. Non-domestic rateable value of premises Part 2 - Applicant details Daytime contact telephone number 44310 E-mail address (optional) Current postal address if different from premises address Post Town Postcode

## Part 3 - Variation

	Do you want the proposed variation to have effect as soon as possible?	
ſ	If not do you want the variation to take effect from  If your proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend	
f	Please describe briefly the nature of the proposed variation (Please see guidance note 1)  TO Remove Condition of 2  Members of door Staff regretered  with the Sla will be on duly from Iam fording a sawrey.	

### Part 4 Operating Schedule

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

Provision of	Please tick yes	
a) b) c) d) e) f) g) h)	plays (if ticking yes, fill in box A) films (if ticking yes, fill in box B) indoor sporting events (if ticking yes, fill in box C) boxing or wrestling entertainment (if ticking yes, fill in box D) live music (if ticking yes, fill in box E) recorded music (if ticking yes, fill in box F) performances of dance (if ticking yes, fill in box G) anything of a similar description to that falling within (e), (f) or (if ticking yes, fill in box H)	(e)
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Supply of alcohol Standard days and timings (please read guidance note 6)		and e read	Will the sale of alcohol be for consumption (Please tick box Y) (please read guidance note 7)	On the premises Off the premises
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Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 8)

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Hours premises are open to the public Standard days and timings (please read guidance note 6)		<b>public</b> and read	State any seasonal variations (please read guidance note 4)
Day	Start	Finish	
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Please identify those conditions currently imposed on the licence which you believe could be removed as a consequence of the proposed variation you are seeking	7
TO Remove condition	
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Of Door Staff registed with the SIa with be on	
duty I am Aziden Calidain	
duty I am friday saturday	
Please tick * yes have enclosed the premises licence	
nave enclosed the relevant part of the premises licence  If you have not ticked one of these boxes please fill in reasons for not including the licence, or part of it, below	
Reasons why I have failed to enclose the premises licence or relevant part of premises licence	

a) General – all	ortional steps you intend to variation: four licensing objectives	take to promote the for	lance note 91	
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Please tick yes

	I have made or enclosed payment of the fee I have sent copies of this application and the plan to responsible authorities and others where applicable	L
	I understand that I must now advertise my application I have enclosed the premises licence or relevant part of it or explanation	
А	I understand that If I do not comply with the above requirements my application will be rejected	
STAND	N OFFENCE, LIABLE ON CONVICTION TO A FINE UP TO LEVEL 5 ON TH DARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003 TO MA E STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION	E AKE
Part 5	- Signatures (please read guidance note 10)	
Signatur authorise in what c	e of applicant (the current premises licence holder) or applicant's solicitor or other di ed agent (please read guidance note 11). If signing on behalf of the applicant please st capacity.	uly ate
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holder) or	e premises licence is jointly held signature of 2 <sup>nd</sup> applicant (the current premises licer - 2 <sup>nd</sup> applicant's solicitor or other authorised agent (please read guidance note 12). If I behalf of the applicant please state in what capacity.	
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Post town	Post code	1
Telephone	number (if any)	1
f you wou	ald prefer us to correspond with you by e-mail your e-mail address (optional)	+
		1

Licensing Unit, Lancaster Police Station, Thurnham Street, Lancaster, LA1 1YB



Licensing Manager Lancaster City Council Town Hall Dalton Square Lancaster LA1 1PJ

Date: 14 June 2010

Dear Sir/Madam

### Re: Shahi Indian Tandoori Takeaway, 8 Queen Street, Morecambe

I am in receipt of the Premises licence variation for the above named premises dated 07 June 2010

Having reviewed the application and the operating schedule, police feel that there are issues, which have not been addressed. Police will make the following relevant representations, which may fall into more than one of the licensing objectives, regarding this application.

#### Doorstaff

The doorstaff provisions are inadequate for the application.

This will allow entry to potential offenders and staff will be unable to deal effectively with the situations that arise, this will lead to an increase in alcohol fuelled violent crime and disorder.

At this time I am authorised by the Chief Officer of Police to formally object to the issue of the licence in the terms as currently shown on the application.

Police have requested that the premises representatives contact myself, the officer dealing in order to arrange an arbitration meeting to attempt to resolve these issues. I shall keep you informed of any progress.

Yours sincerely,

PC Bernhardt Licensing Officer

#### LANCASTER CITY COUNCIL

### LICENSING ACT 2003 AND THE LICENSING ACT 2003 (HEARINGS) REGULATIONS 2005

#### **NOTICE OF HEARING**

To: The Applicant: Mr Mohammed Naeem Aslam

The Responsible Authorities: PC Bernhardt

**THE LANCASTER CITY COUNCIL, AS LICENSING AUTHORITY, HEREBY GIVES YOU NOTICE** that a hearing before a Sub-Committee of the Licensing Act Committee to consider relevant representations in respect of an application under Section 34 of the Licensing Act 2003 in respect of premises known as **Shahi Indian Tandoori** will take place on the **4th October 2010** at Lancaster Town Hall, commencing at 3.30 p.m.

**AND TAKE NOTICE THAT** each party as listed above is required to give to the Licensing Authority by no later than five working days before the day of the hearing a notice in writing stating whether that party intends to attend or be represented at the hearing, and whether he or she considers a hearing to be unnecessary.

**AND TAKE NOTICE THAT** if a party wishes any other person (other than the person he/she intends to represent him at the hearing) to appear at the hearing, the notice given by that party and referred to in the preceding paragraph must contain a request for permission for such other person to appear at the hearing, and must set out details of the name of that person and a brief description of the point or points on which that person may be able to assist in connection with the matter to be considered by the Sub-Committee.

**GIVEN** this 6th day of September 2010 by the Lancaster City Council as Licensing Authority.

#### INFORMATION TO ACCOMPANY NOTICE OF HEARING

#### 1. Right of attendance, assistance and representation

A party may attend the hearing and may be assisted or represented by any person, whether or not that person is legally qualified.

The hearing will generally take place in public. However, the Sub-Committee may exclude the public from all or part of a hearing where it considers that the public interest in so doing outweighs the public interest in the hearing, or that part of the hearing, taking part in public. In such circumstances, a party and any person assisting or representing a party may be treated as a member of the public. The Sub-Committee will exclude the public (and the parties and their representatives) during the decision making process.

The Sub-Committee may require any person attending the hearing who in its opinion is behaving in a disruptive manner to leave the hearing, and may refuse to permit that person to return, or permit him to return only on such conditions as the Sub-Committee may specify. However, such a person may, before the end of the hearing, submit to the Sub-Committee in writing any information which he would have been entitled to give orally had he not been required to leave.

#### 2. Representations and Supporting Information

At the hearing a party shall be entitled to:

- (a) Give further information as applicable in response to a point upon which notice has been given to that party that clarification is required. (Note if such clarification is required from a party this will have been indicated in the Notice of Hearing).
- (b) Question any other party, but only if given permission by the Sub-Committee; and
- (c) Address the Sub-Committee

#### 3. Failure of Parties to attend the Hearing

If a party has given notice that he does not intend to attend or be represented at a hearing, the hearing may proceed in his absence.

If a party who has not so indicated fails to attend or be represented at a hearing, the Sub-Committee may, where it considers it to be necessary in the public interest, adjourn the hearing to a specified date, or hold the hearing in the party's absence. If the hearing proceeds in a party's absence, the Sub-Committee will consider and give appropriate weight to the application, representation or notice given by that party in their absence.

#### 4. Representations and Evidence

A party who wishes to rely on information or documentary evidence that has not been submitted in advance of the issue of the Notice of Hearing should ensure that such information or evidence, together with sufficient copies for all the parties, is submitted to the Licensing Manager as soon as possible before the day of the hearing.

Parties are reminded that documentary or other information submitted on the day of the hearing may only be taken into account with the consent of all the other parties.

A party who wishes to produce audio/visual evidence should make such evidence available as soon as practical, and should give a minimum of two clear working days notice to the Licensing Manager to facilitate arrangements for the appropriate equipment to be available at the hearing.

#### 5. Procedure

A summary of the procedure that will normally be followed at the hearing is enclosed.

It should be noted that this is a general procedure intended to cover matters that will normally be applicable at all hearings.

However, depending on the circumstances of each individual case, it is recognised that other issues may need to be considered as preliminary points at the hearing. These may include (but are not limited to):

- Whether to proceed in the absence of a party
- Whether to admit new documents/information submitted at the hearing
- Whether it is in the public interest to exclude members of the public from the hearing or any part of the hearing (other than the decision making process)
- Whether any party wished to withdraw representations previously submitted

#### 6. Special Needs

Any person who intends to attend a hearing and who has special needs, for example in connection with access, language, hearing or vision, should inform the Licensing Manager as soon as practical prior to the day of the hearing, so that appropriate provision or arrangements may be made.

### PROCEDURE TO BE FOLLOWED AT HEARINGS TO WHICH THE LICENSING ACT 2003 (HEARINGS) REGULATIONS 2005 APPLY

- 1. The Chairman will introduce the Members and the Legal Adviser and Democratic Support Officer.
- 2. The Chairman will ask the parties to introduce themselves and any persons with them.
- 3. The Chairman will confirm that there is no reason why any of the three sub-committee Members should not participate in this matter.
- 4. The Chairman will confirm that this is a discussion led by the authority, that any questions should generally be put through the Chairman, and that crossexamination will only be permitted if the Sub-Committee considers that it is necessary.
- 5. The Chairman will ask the parties if they have any requests to cross-examine, and such requests will be considered by the Sub-Committee.
- 6. The Sub-Committee will consider any requests from the parties for permission for another person to appear at the hearing.
- 7. The Chairman will explain to the parties that the procedure to be followed will be the published one (unless the circumstances of the case require the normal procedures to be varied) that is,
  - that the Licensing Manager (or his representative) will introduce the details of the application, the reason for the hearing, and the documentation,
  - that each party making representations will address the sub-committee in turn and will call other persons where permission has been given
  - that the applicant/licence holder will present his case and will call other persons where permission has been given
  - that Members may ask questions of all parties and persons
  - that questions from the parties must be directed through the Chairman unless cross-examination has been permitted under 4 above
  - that all parties will have the opportunity to make a closing statement, with the applicant/licence holder having the final word
  - that the Sub-Committee will withdraw to make its decision and formulate the reasons for the decision in private, and will ask its Legal Adviser and the Democratic Support Officer to join it in order to assist in documenting the decision and the reasons, or to provide clarification on any point. The decision will be announced in public and confirmed in writing. (In certain circumstances, the decision may not be made on the same day as the hearing). In the event that the Legal Adviser has been asked for clarification on any point then the point raised and the advice given will be declared to all parties.
- 8. The Chairman will indicate the maximum period of time each party will be allowed in which to present their case, and will seek comments from the parties before the Sub-Committee makes its final indication on this point.
- 9. The hearing will then proceed following the procedure in 7 above. The Chairman will arrange for reasonable comfort breaks throughout the hearing.