

Public Document Pack

NORTH LINCOLNSHIRE COUNCIL

LICENSING (ACTIVITIES) SUB-COMMITTEE

18 November 2021

Chairman: To be appointed

Venue: Room F01e
Conference Room,
Church Square House

Time: 10.00 am

E-mail Address:
sophie.smith@northlincs.gov.uk

AGENDA

1. Appointment of Chairman.
2. Declarations of disclosable pecuniary interests, personal or personal and prejudicial interests, and significant contact with applicants, objectors or third parties (lobbying), if any.
3. Application for the grant of a Premises Licence at Central England Co-operative Limited, Former Kingsway House, Land East of Kingsway Road, Scunthorpe, DN16 2AE
4. Any other items which the chairman decides are urgent by reason of special circumstances which must be specified.

NOTES: Enclosed in these papers are –

(a) Information to accompany the notice of hearings, including the procedure to be followed at meetings.

(b) A counter-notice to be completed and returned to either the aforementioned email addresses or to Church Square House, 30-40 High Street, Scunthorpe by Tuesday 9 November 2021.

(c) All appropriate and available documentation required at the time of notice.

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INFORMATION TO ACCOMPANY NOTICE OF HEARING

In the interests of timely, efficient and cost effective decision making the Authority strongly urges all parties involved in any hearing to ensure that they provide advance disclosure between the parties of any information on which they intend to rely at any hearing. Failure to do so may lead to discussions over the admissibility of such information and/or the adjournment of the hearing.

1. Right of Attendance

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

2. Representations and Supporting Information

2.1 A party at the hearing shall be entitled to –

- a) give further information in response to the points raised (if any) under point 5 of this information. Any documents upon which you intend to rely should be served with the Counter-notice¹
- b) address the authority, and
- c) if given permission by the authority, question any other party.

2.2 A party who wishes to withdraw any representations they have made may do so -

- a) by giving notice to the Authority no later than 24 hours before the day or the first day on which the hearing is to be held, or
- b) orally at the hearing

3. Failure to attend the Hearing

- a) Where a Party informs the Authority that they do not intend to attend the hearing, then the hearing may proceed in their absence.
- b) Where a party has not so indicated and fails to attend or be represented at the hearing the Authority may –
 - (i) where it considers it to be necessary in the public interest, adjourn the hearing to a specified date, or
 - (ii) hold the hearing in the party's absence.
- c) Where the Authority holds the hearing in the absence of a party, the authority shall consider at the hearing the application, representations or notice made by that party.

¹ Papers served on the day of the hearing will only be considered if all parties to the hearing consent. If the document is particularly long or complex, this may lead to the hearing being adjourned.

- d) Where the Authority adjourns the hearing to a specified date it shall forthwith notify the parties of the date, time and place to which the hearing has been adjourned.

4. Procedure at Hearing

1. Opening remarks and formalities, introduction by the Democratic Services Officer
2. Chairman is elected, opens meeting and explains procedure to parties present
3. Summary of the application by the Licensing Officer
4. Applications (including any applications for supporting persons to be allowed to address the Sub-Committee² and applications for adjournment)
5. Presentation by Applicant (opportunity to present case, call parties in support and produce documents: maximum 20 minutes)
6. Questions (by Members)
N.B³
7. Presentation by Objectors: (opportunity to present case, call parties in support and produce documents: maximum 20 minutes per objector)
 - a) Police
Followed by questions from members
 - b) Other Responsible Authorities
Followed by questions from members
 - c) Interested Parties
Followed by questions from members
8. Clarification of any issues arising by the Licensing Officer
9. Summary by Applicant: maximum 5 minutes
10. Summary by Objectors:
 - a) Police
 - b) Other Responsible Authorities
 - c) Interested Parties(Maximum 5 minutes per objector)
11. Chairman concludes the hearing and all parties leave the room. (The sub-committee may call in the Solicitor to help draft reasons for decision. Any other advice must be repeated in open forum. If members need to seek clarification from any party, all parties will return to the meeting)
12. Sub-Committee consider decision and the reasons for the decision.
13. Democratic Services Officer will notify all parties of the decision within five working days of the hearing.

² Regulation 8(2) states that where a party wishes any other person (other than the person he intends to represent him at the hearing) to appear at the hearing, permission must be requested from the authority in the counter notice, for such a person to appear. Details of the name of the person and a brief description of the point or points on which that person may be able to assist the authority in relation to the application, representations or notice of the party making the request, will be required.

³ Regulation 23 states that cross examination by other parties shall not be permitted unless the authority considers that cross-examination is required for it to consider the representations, applications or notice as the case may require

5. Points upon which the authority requires clarification

If the Local Authority wish you to clarify certain points/issues arising from your application/objection this will be indicated under point 7 of the Committee Report.

6. Powers to extend time limits/adjourn the hearing

- a) The relevant parties must notify the Authority if they consider that the time limits set out in the procedure of hearing will not be sufficient.
- b) The Authority may extend the time limits if it believes that it shall be in the public interest to do so and shall forthwith give notice to the parties stating the period of the extension and the reason for it.
- c) The Authority may adjourn a hearing to a specified date or arrange for a hearing to be held on specified additional dates where it considers this to be necessary for its consideration of any representations or notice made by a party.
- d) Where the Authority adjourns the hearing to a specified date or additional dates, the parties must be notified forthwith of the date, time and place to which the hearing has been adjourned.

7. Right to dispense with hearing if all parties agree

- (1) The Authority may dispense with holding a hearing if all relevant persons agree that such a hearing is unnecessary and that they have given notice to the Authority that they consider a hearing to be unnecessary.
- (2) Where all relevant persons agree that a hearing is unnecessary and have given notice of this then the Authority shall forthwith give notice to all parties that the hearing has been dispensed with.

8. Hearing to be in public

- 8.1 The hearing shall place in public, however;
- 8.2 The licensing authority 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 place in public.
- 8.3 For these purposes a party and any person assisting or representing a party may be treated as a member of the public.

9. Disruptive behaviour

The authority may require any person attending the hearing who in their opinion is behaving in a disruptive manner to leave the hearing and may-

- (a) refuse to permit that person to return, or
- (b) permit him to return only on such conditions as the authority may specify, but such person may, before the end of the hearing, submit to the authority in writing any information, which they would have been entitled to give orally had they not been required to leave.

10. Record of proceedings

The authority shall provide for a record to be taken of the hearing in a permanent and intelligible form and kept for six years from the date of the determination or, where an appeal is brought against the determination of the authority, the disposal of the appeal. **NB** ⁴

⁴ It is the Councils policy to tape record the proceedings of the Licensing sub-committee. Only the open part of the hearing shall be recorded. The tape recording shall then be kept in a secure environment.

COUNTER NOTICE

**LICENSING ACT 2003 – GRANT OF A PREMISES LICENCE –
CENTRAL ENGLAND CO-OPERATIVE LIMITED, FORMER KINGSWAY
HOUSE, LAND EAST OF KINGSWAY ROAD, SCUNTHORPE, DN16 2AE**

(please return this counter notice as a matter of urgency)

To: sophie.smith@northlincs.gov.uk

From: (Applicant / Licence Holder / Responsible Authority / Interested Party)
(name and address) (please print)

.....
.....
.....

I confirm that I have received the Notice of Hearing for the hearing on **Thursday 18 November 2021** to be held in the **Conference Room, Church Square House, Scunthorpe** commencing at **10:00am**, together with a copy of the procedure which is to be adopted at the hearing.

Please tick box as appropriate

- 1. I shall be attending the hearing
- 2. I shall not be attending the hearing
because ¹.....
.....
.....
- 3. I do not consider a hearing to be necessary
because².....
- 4. I intend to be represented at the hearing
by ³.....(name of representative)

¹ See point 3 of the attached Information
² See point 7 of the attached Information
³ See point 1 of the attached Information

PROCEDURE AT HEARING – GRANT OR VARIATION

1. Opening remarks and formalities, introductions by the Democratic Services Officer.
2. Chairman is elected, opens meeting and explains procedure to all parties present.
3. Summary of the application by the Licensing Officer.
4. Applications and Variation of Procedure (includes applications for supporting persons to be allowed to address the committee, applications for adjournment, applications for extension of time limits and consideration of cross examination).
5. Presentation by Applicant (opportunity to present case, call parties in support and produce documents: maximum 20 minutes).
6. Questions to applicant (by Members).
7. Presentations by Objectors: (opportunity to present case, call parties in support and, produce documents: maximum 20 minutes per objector).
 - a) Police
Followed by Questions by Members
 - b) Other Responsible Authorities
Followed by Questions by Members
 - c) Interested Parties
Followed by Questions by Members
8. Clarification of any issues arising by the Licensing Officer, if required, followed by questions by members if necessary.
9. Summary by Applicant: maximum 5 minutes.

10. Summary by Objectors: maximum 5 minutes per objector.
11. Chairman concludes the hearing and all parties leave the room. (The sub-committee may call in the Solicitor to help draft reasons for the decision. Any other advice must be repeated in open forum. If members need to seek clarification from any party, all parties will return to the meeting).
12. Sub-Committee consider decision and the reasons for the decision.
13. Democratic Services Officer will notify all parties of the decision within five working days of the hearing.

NORTH LINCOLNSHIRE COUNCIL

LICENSING (ACTIVITIES) SUB-COMMITTEE

**LICENSING ACT 2003
APPLICATION TO GRANT A PREMISES LICENCE
CENTRAL ENGLAND CO-OPERATIVE
FORMER SITE OF KINGSWAY HOUSE, LAND EAST OF KINGSWAY ROAD,
SCUNTHORPE, DN16 2AE**

1. OBJECT AND KEY POINTS IN THIS REPORT

- 1.1 To request that the Sub-Committee determines the application to grant a Premises Licence for Central England Co-operative. A summary of the application is attached as Appendix A to this report and a copy of the application as Appendix B.
- 1.2 There have been five representations received, which have been deemed relevant. These are detailed in paragraph 4.2. Copies of the representations are attached to this report at Appendices E to I.

2. BACKGROUND INFORMATION

- 2.1 In accordance with the provisions of the Licensing Act 2003 and North Lincolnshire Council's scheme of delegation, all applications for a licence where a relevant representation has been made need to be determined by this Sub-Committee.
- 2.2 When determining the application, the Sub-Committee should only consider issues which relate to the four Licensing Objectives, as stipulated by the Act. The Licensing Objectives are:
- The Prevention of Crime and Disorder
 - Public Safety
 - The Prevention of Public Nuisance
 - The Protection of Children from Harm
- 2.3 Members of the Sub-Committee must have regard to the Statutory Guidance issued under Section 182 of the Licensing Act 2003 and our Statement of Licensing Policy. In this case, our Cumulative Impact Policy is not relevant. Members of the Sub-Committee may deviate from the Statutory Guidance and Licensing Policy only if they deem that there is good reason to do so. Where Members do deviate from the Statutory Guidance or Policy, full reasons must be provided.

- 2.4 Members of the Sub-Committee should not allow themselves to pre-determine the application or to be prejudiced in favour or opposed to the licence and shall only determine the application having had an opportunity to consider all relevant facts. Members of the Sub-Committee should not hear or decide on any applications for premises licences in their own ward.
- 2.5 Members of the Sub-Committee shall remember that they are acting in a quasi-judicial role in determining the application and shall remain in the room so that they hear all the evidence before determining the application. The determination shall be based on the evidence provided, which is relevant to the licensing objectives.
- 2.6 The options available to the Sub-Committee having considered all the relevant information are as follows:
- To refuse to grant the licence
 - To grant the licence with additional conditions
 - To grant the licence without additional conditions
 - To grant the licence but restrict the licensable activities
 - To grant the licence with restricted times
- 2.7 Members of the Sub-Committee should be advised that the applicant, responsible authorities and other persons making relevant representations may appeal to the Magistrates Court within 21 days of the date on which they were notified of the decision

3. ISSUES FOR CONSIDERATION

- 3.1 The application to grant a Premises Licence for Central England Co-operative was received on 23 September 2021. A summary of the application is attached at Appendix A and a copy of the application is attached at Appendix B. Copies of the plans which indicate the licensable area are attached at Appendices C and D.
- 3.2 Humberside Police, Trading Standards, Humberside Fire and Environmental Protection have all responded with no comments/objections. Copies of these representations are attached as Appendices E to H.
- 3.3 There has been one representation from another person, which has been deemed relevant. This representation is detailed in paragraph 4.2 and is attached to this report as Appendix I.
- 3.4 The applicant's solicitor has been made aware of the representation.

4. OUTCOMES OF CONSULTATION

- 4.1 A copy of an application to grant a Premises Licence must be served on the responsible authorities within 48 hours of the Licensing Authority receiving its copy.

- 4.2 The table below provides details of any representations received from the responsible authorities.

Responsible Authority	Detail
Humberside Police	<i>"No objection"</i>
Humberside Fire & Rescue Service	<i>"Acceptable"</i>
Environmental Protection	<i>"No comments"</i>
Trading Standards	<i>"No issues"</i>
Health & Safety	No response received
Child Protection	No response received
Planning	No response received
Licensing Authority	No response received
Public Health	No response received
Other	One representation on the grounds of The Prevention of Children from Harm.

- 4.3 Ward Councillors have been made aware of the application.

5. OUTCOMES OF MEDIATION

- 5.1 We have a duty to mediate in accordance with our Policy. The results of the mediation will be reported at the meeting.

6. LICENSING OBJECTIVES & STATUTORY PROVISIONS

6.1 Prevention of Crime & Disorder

6.1.1 The applicant has described the steps they intend to take in order to promote this objective. These are detailed on page 17 of their application in Appendix B attached to this report.

6.1.2 Further information regarding this objective can be found in the Licensing Policy, pages 33-42.

6.1.3 No representations have been received raising concerns with regard to this objective.

6.2 Public Safety

6.2.1 The applicant has described the steps they intend to take in order to promote this objective. These are detailed on page 17 of their application in Appendix B attached to this report.

6.2.2 Further information regarding this objective can be found in the Licensing Policy, pages 43-49.

6.2.3 No representations have been received raising concerns with regard to this objective.

6.3 Prevention of Public Nuisance

6.3.1 The applicant has described the steps they intend to take in order to promote this objective. These are detailed on page 18 of their application in Appendix B attached to this report.

6.3.2 Further information regarding this objective can be found in the Licensing Policy, pages 50-55.

6.3.3 No representations have been received raising concerns with regard to this objective.

6.4 Protection of Children from Harm

6.4.1 The applicant has described the steps they intend to take in order to promote this objective. These are detailed on page 18 of their application in Appendix B attached to this report.

6.4.2 Further information regarding this objective can be found in the Licensing Policy, pages 56-62.

6.4.3 A representation has been received raising concerns with regard to this objective.

6.5 Other Licensing Policy Issues/Statutory Provisions

6.5.1 These are detailed in Appendix B, page 17, under the heading of General.

7. FURTHER INFORMATION & CLARIFICATION

7.1 A location plan is attached to the report as Appendix J.

8. OUTCOMES OF INTEGRATED IMPACT ASSESSMENT (IF APPLICABLE)

8.1 Not applicable.

9. RECOMMENDATIONS

9.1 That the Sub-Committee determines the application in accordance the Statutory Guidance issued under s182 of the Licensing Act 2003, Statement of Licensing Policy, the Cumulative Impact Policy if appropriate and the information contained within this report and having had due regard to the applicant and the responsible authorities making relevant representations.

9.2 That the Sub-Committee provides the reasons for its decision.

DIRECTOR: OPERATIONS

Church Square House
High Street
Scunthorpe
DN15 6NL

Author: Rachael Edwards
Date: 29 October 2021

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Summary of Application (New)

Name of Premises	Central England Co-operative	Type of Application	Premises Licence Grant
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Point Number	Detail	Action
1	Sale of alcohol for consumption off the premises only: Monday to Sunday, 07:00hrs to 22:00hrs	
2	Opening hours: Monday to Sunday, 07:00hrs to 22:00hrs	
3	A plan of the interior of the premises has been provided by the applicant and is shown at Appendix C. A plan of the exterior of the premises has also been provided by the applicant and is shown at Appendix D.	
4	A further location plan is shown as Appendix J.	
5	The applicant has offered the following conditions:	
6	Conditions - General <ul style="list-style-type: none"> Central England Co-operative Ltd understands that in applying for a Premises Licence for the sale of alcohol at this premises, we have a duty to the local community and we continue to protect our colleagues and customers from danger and harm. 	
7	Conditions – The Prevention of Crime and Disorder <ul style="list-style-type: none"> This premises is keen to work in partnership with the local police force to prevent crime & disorder. The premises operate a robust CCTV policy to ensure compliance with Data Protection Legislation and to assist Police with the prevention and detection of crime. The premises will have cameras with digital colour recording. The cameras coverage will include the front and back door areas. CCTV footage at this premises will be kept for a period of 31 days and access to the system/footage will be provided to police officers upon request subject to the Data Protection regulations and the Information Commissioner Guidance on CCTV as may from time to time have effect. Duty Managers will be trained in the use of the CCTV system and will be in attendance at the premise at all times that licensable activities take place and be able to fully operate the system to be able to download in a recognised format and information requested by the Police, Police employees and all responsible authorities. 	

	<ul style="list-style-type: none"> • Central England Co-operative Ltd provide all colleagues with avoiding aggression training. 	
8	<p>Conditions – Public Safety</p> <ul style="list-style-type: none"> • In line with current legislation, the premises has undergone the appropriate Risk Assessments in respect of the safety of both customers and colleagues. • All exit doors and fire exits are easily operable without the use of a key, card, code or similar means. • All colleagues are required to attend comprehensive safety training to ensure that safe working methods are adopted and all colleagues are trained in evacuation procedure in the event of a fire or other dangerous occurrence. • The premises are keen to work in partnership with the local Fire Service and Environmental Health to ensure public safety. 	
9	<p>Conditions – The Prevention of Public Nuisance</p> <ul style="list-style-type: none"> • It is not envisaged that there will be any public nuisance arising from the operation of the premises. However, if any issues are raised during the operation of the premises then the premises licence holder would work with all appropriate authorities to resolve any such issues. 	
10	<p>Conditions – The Protection of Children from Harm</p> <ul style="list-style-type: none"> • The premises operates an extensive “Challenge 25” Proof of Age Policy. • Signage will be displayed at the area where alcohol/cigarettes/other age restricted goods are located for sale within the premises and also by the till points confirming the “Challenge 25” Policy is in force and advising that it is illegal to purchase products on behalf of underage customers. • The only acceptable forms of identification allowed will be a valid passport, valid photo ID driving licence, UK armed forces military ID or valid proof of age scheme card with the PASS approved hologram. • There will be an electronic point of sale system which automatically prompts the till operator to verify age of customer wherever alcohol is sold. • There will be electronic record of every alcohol sale, both authorised and refused and will be kept on the electronic point of sale system. Hard copies of the refusal records must be produced for the inspection by any responsible authority when licensable activity is taking place. • All colleagues who use the checkouts receive training in respect of age-restricted goods and procedures 	

	<p>and in relation to acceptable forms of proof of age ID and receive 6 monthly refresher training</p> <ul style="list-style-type: none"> • Our Age Restricted Sales Policy has received assured advice from our Primary Authority. 	
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Summary of Representations by Responsible Authorities

Point Number	Detail	Action
11	Appendix E – Humberside Police No objection.	
12	Appendix F – Trading Standards No issues.	
13	Appendix G – Humberside Fire & Rescue The application is deemed acceptable.	
14	Appendix H – Environmental Protection No comments.	

Summary of Representations from Other Persons

Point Number	Detail	Action
15	<p>Appendix I – Mrs Elizabeth Newbould</p> <p>Mrs Newbould has submitted a representation, objecting to the application. The relevant parts of Mrs Newbould’s representation relate to The Protection of Children from Harm:</p> <p><i>“These developers are targeting young people 16-21yrs from the 2 further education colleges and University, who walk near here.</i></p> <p><i>Having children (now grown) and having lived in this area for over 40 years, it is easy for young people to acquire alcohol from over 18s.”</i></p> <p>Mrs Newbould has been sent a copy of the conditions proposed by the applicant to establish if her representation still stands.</p>	

Summary of Statutory Guidance Issued under s182 of The Licensing Act 2003

Point Number	Detail	Action
15	Prevention of Crime and Disorder – pages 6 to 7	
16	Public Safety – page 7	
17	Public Nuisance – pages 9 to 10	
18	Protection of Children from Harm – pages 10 to 12	

Summary of North Lincolnshire Council's Licensing Policy

Point Number	Detail	Action
19	Prevention of Crime and Disorder – pages 33 to 42	
20	Public Safety – pages 43 to 49	
21	Prevention of Public Nuisance – pages 50 to 55	
22	Protection of Children from Harm – pages 56 to 62	

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

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

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

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

I/We Central England Co-operative Limited

(Insert name(s) of applicant)

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

Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description Central England Co-operative (new premises to be constructed and located at) Kingsway House Land east of Kingsway Road			
Post town	Scunthorpe	Postcode	DN16 2AE

Telephone number at premises (if any)	Tbc
Non-domestic rateable value of premises	£

Part 2 - Applicant details

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

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

SECOND INDIVIDUAL APPLICANT (if applicable)

Mr	Mrs	Miss	Ms	Other Title (for example, Rev)	
Surname			First names		
Date of birth		I am 18 years old or over		Please tick yes	
Nationality					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service: (please see note 15 for information)					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

(B) OTHER APPLICANTS

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

Name Central England Co-operative Limited
Address Central House Hermes Road Lichfield Staffordshire WS13 6RH
Registered number (where applicable) IP10143R
Description of applicant (for example, partnership, company, unincorporated association etc.) Registered Society

Telephone number (if any)
E-mail address (optional)

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
2	2	1 0 2 1

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

DD	MM	YYYY

Please give a general description of the premises (please read guidance note 1)
 New ground floor convenience store to be constructed forming part of a retail development and located at land east of Kingsway Road as delineated on the premises licence plan and the site location plan appended to this application.

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

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

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

Provision of regulated entertainment (please read guidance note 2)

Please tick all that apply

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

Provision of late night refreshment (if ticking yes, fill in box I)

Supply of alcohol (if ticking yes, fill in box J)

x

In all cases complete boxes K, L and M

A

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

B

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

C

Indoor sporting events Standard days and timings (please read guidance note 7)			<u>Please give further details</u> (please read guidance note 4)
Day	Start	Finish	
Mon			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 5)
Wed			
Thur			<u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u> (please read guidance note 6)
Fri			
Sat			
Sun			

D

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

E

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

F

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

G

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

H

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

I

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

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption – please tick (please read guidance note 8)	On the premises	
				Off the premises	X
				Both	
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 5)		
Mon	07:00	22:00			
Tue	07:00	22:00			
Wed	07:00	22:00			
Thur	07:00	22:00			
Fri	07:00	22:00			
Sat	07:00	22:00			
Sun	07:00	22:00			
			Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 6)		

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

Name	Mark Jason Freeman
Date of birth	██████████
Address	██████████ ██████████ ██████████ ██████████
Postcode	██████████
Personal licence number (if known)	LEEDS/PERL/07215/13
Issuing licensing authority (if known)	Leeds City Council

M

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

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

Central England Co-operative Ltd understands that in applying for a Premises Licence for the sale of alcohol at this premises, we have a duty to the local community and we continue to protect our colleagues and customers from danger and harm.

b) The prevention of crime and disorder

This premises is keen to work in partnership with the local police force to prevent crime & disorder.

The premises operate a robust CCTV policy to ensure compliance with Data Protection Legislation and to assist Police with the prevention and detection of crime.

The premises will have cameras with digital colour recording. The cameras coverage will include the front and back door areas.

CCTV footage at this premises will be kept for a period of 31 days and access to the system/footage will be provided to police officers upon request subject to the Data Protection regulations and the Information Commissioner Guidance on CCTV as may from time to time have effect.

Duty Managers will be trained in the use of the CCTV system and will be in attendance at the premise at all times that licensable activities take place and be able to fully operate the system to be able to download in a recognised format and information requested by the Police, Police employees and all responsible authorities.

Central England Co-operative Ltd provide all colleagues with avoiding aggression training.

c) Public safety

In line with current legislation, the premises has undergone the appropriate Risk Assessments in respect of the safety of both customers and colleagues.

All exit doors and fire exits are easily operable without the use of a key, card, code or similar means.

All colleagues are required to attend comprehensive safety training to ensure that safe working methods are adopted and all colleagues are trained in evacuation procedure in the event of a fire or other dangerous occurrence.

The premises are keen to work in partnership with the local Fire Service and Environmental Health to ensure public safety.

d) The prevention of public nuisance

It is not envisaged that there will be any public nuisance arising from the operation of the premises. However, if any issues are raised during the operation of the premises then the premises licence holder would work with all appropriate authorities to resolve any such issues.

e) The protection of children from harm

The premises operates an extensive “Challenge 25” Proof of Age Policy

Signage will be displayed at the area where alcohol/cigarettes/other age restricted goods are located for sale within the premises and also by the till points confirming the “Challenge 25” Policy is in force and advising that it is illegal to purchase products on behalf of underage customers.

The only acceptable forms of identification allowed will be a valid passport, valid photo ID driving licence, UK armed forces military ID or valid proof of age scheme card with the PASS approved hologram.

There will be an electronic point of sale system which automatically prompts the till operator to verify age of customer wherever alcohol is sold.

There will be electronic record of every alcohol sale, both authorised and refused and will be kept on the electronic point of sale system. Hard copies of the refusal records must be produced for the inspection by any responsible authority when licensable activity is taking place

All colleagues who use the checkouts receive training in respect of age-restricted goods and procedures and in relation to acceptable forms of proof of age ID and receive 6 monthly refresher training

Our Age Restricted Sales Policy has received assured advice from our Primary Authority.

Checklist:

Please tick to indicate agreement


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

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

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

Part 4 – Signatures (please read guidance note 11)

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

Declaration	<ul style="list-style-type: none"> [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15). The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)
Signature	
Date	23/09/2021
Capacity	Duly Authorised Agents on behalf of Applicant

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

Signature	
Date	

Capacity	
----------	--

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14) Amy Kelly Knights Plc Two St Peter's Square			
Post town	Manchester	Postcode	M2 3AA
Telephone number (if any)	[REDACTED]		
If you would prefer us to correspond with you by e-mail, your e-mail address (optional) [REDACTED]			

Notes for Guidance

1. Describe the premises, for example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. In terms of specific regulated entertainments please note that:
 - Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
 - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
 - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
 - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.

Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.

- Live music: no licence permission is required for:
 - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
 - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience,

and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
4. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
7. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
9. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
10. Please list here steps you will take to promote all four licensing objectives together.
11. The application form must be signed.
12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
13. Where there is more than one applicant, each of the applicants or their respective agent must sign the application form.
14. This is the address which we shall use to correspond with you about this application.

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

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

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

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

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

Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].

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

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

- (i) working e.g. employment contract, wage slips, letter from the employer,
- (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
- (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
- (iv) self-sufficient e.g. bank statements.

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

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

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

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

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

Home Office online right to work checking service

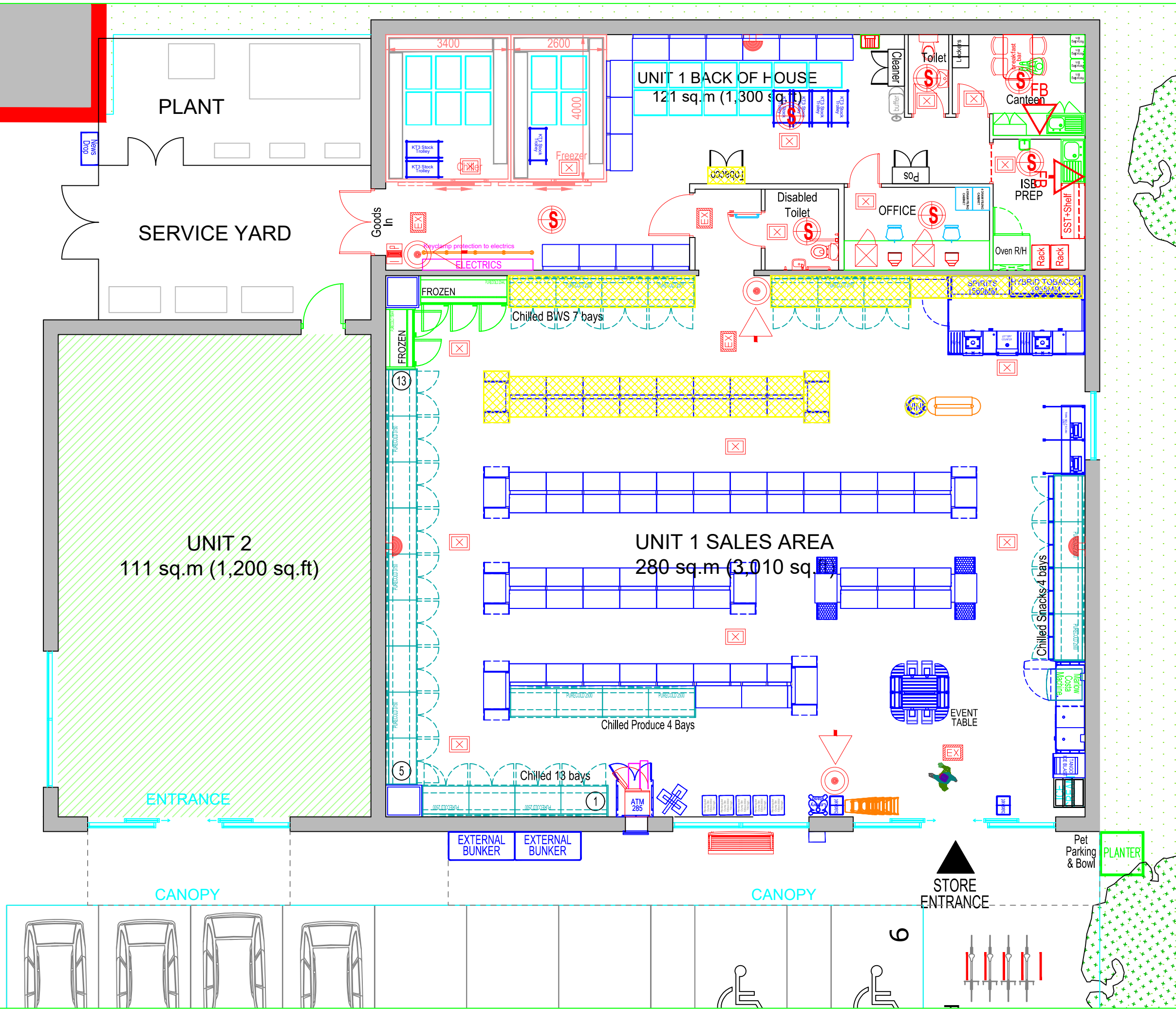
As an alternative to providing a copy of the documents listed above, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

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

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

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

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SYMBOL	DESCRIPTION
[Symbol]	CONTROL/INDICATOR PANEL
[Symbol]	BATTERY UNIT
[Symbol]	BREAK GLASS CONTACT
[Symbol]	SMOKE DETECTOR
[Symbol]	HEAT DETECTOR
[Symbol]	END OF LINE RESISTOR/DIODE
[Symbol]	AUDIBLE ALARM BELL
[Symbol]	AUDIBLE ALARM BUZZER
[Symbol]	EMERGENCY LIGHTING UNIT E-L-U
[Symbol]	EMERGENCY LIGHTING UNIT C/W LEGEND "EXIT"
[Symbol]	EMERGENCY LIGHTING UNIT C/W LEGEND "EMERGENCY EXIT"
[Symbol]	EMERGENCY LIGHTING UNIT C/W LEGEND "FIRE EXIT"
[Symbol]	SIREN/HORN/HOOTER/WARBLER
[Symbol]	LOAD RELAY
[Symbol]	ELECTRO-MAGNETIC DOOR HOLDER
[Symbol]	ELECTRIC HOLDER/SWING-FREE CLOSER COMBINATION UNIT
[Symbol]	REMOTE DETECTOR ACTIVATED INDICATOR
[Symbol]	PORTABLE FIRE EXTINGUISHERS-
[Symbol]	FIRE BLANKET

Opening/Contract Exchange Date
Project Type
Non Domestic Rateable Value

#	Date	Revision
Drawing Revisions		

Central England Co-operative
 Central House, Hermes Road, Lichfield, Staffordshire, WS13 6RH Tel: 01543 414140

Site Address
KINGSWAY HOUSE, KINGSWAY SCUNTHORPE

Project Type
NEW STORE

Drawing Title/Stage
PROPOSED EMERGENCY LIGHT & FIRE ALARM LAYOUT

Scale 1:100@A3	Date AUGUST 2021
Drawing Number 19-115-W59	Drawing Rev CAD
Lock & Approved Date	Draw by ECEM U.

Sales Area 3,010sqft	Back-up Area 1,300sqft	Gross Area 4,310sqft
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This drawing is copyright. Contractors must check all dimensions on site, working only from grid and figured dimensions. Any discrepancies are to be reported before commencement of work.

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KINGSWAY

QUEENSWAY
ROUNDAABOUT

KINGSWAY

ASHBY ROAD

UNIT 1

UNIT 2

UNIT 3

Estate signage

Pedestrian access
from Ashby Road

Existing trees to
be retained

Cycle
Parking

45 no. car parking spaces
(including 4 no. accessible spaces)

4 no. EVCP

Cycle
Parking

External
Seating Area

Loading Bay

Bin and plant
enclosure

Existing sub-station

New access, with pedestrian
footpaths extended subject to
detailed design and approval

Drive through
signage

Existing trees to
be removed

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RE: LA2003: Premises Licence Grant - Central England Co-operative, Kingsway House, Land East of Kingsway Road, Scunthorpe

Johnston, Grant 2360 [REDACTED]

Fri 01/10/2021 11:22

To: Licensing <Licensing@northlincs.gov.uk>

Dear Sir or Madam

The police have no objection to the Premise Licence Grant and DPS Mark Freeman for the Co-op, Kingsway House, Scunthorpe.

Regards

Grant

***PC 2360 Grant Johnston
Southbank Licensing Officer
Community Safety Unit
Cromwell Road Police Station
Grimsby
DN31 2BW***

Licensing Objectives

The Prevention of Crime and Disorder

Public Safety

The Prevention of Public Nuisance

The Protection of Children from harm

From: Licensing <Licensing@northlincs.gov.uk>

Sent: 23 September 2021 15:22

To: SPOC Licensing <CommunitiesLicensing@humberside.pnn.police.uk>; alcohol@homeoffice.gsi.gov.uk; businesssafetynl@humbersidefire.gov.uk; Planning <Planning@northlincs.gov.uk>; SaferNeighbourhoods <SaferNeighbourhoods@northlincs.gov.uk>; Trading Standards <Trading.Standards@northlincs.gov.uk>; Food Safety <Food.Safety@northlincs.gov.uk>; Environmental health <Environmental.health@northlincs.gov.uk>; Nicholas Bramhill (North Lincs Council) <nicholas.bramhill@northlincs.gov.uk>; Planning Enforcement <Planning.Enforcement@northlincs.gov.uk>; IndependentReviewTeam <IndependentReviewTeam@northlincs.gov.uk>

Subject: LA2003: Premises Licence Grant - Central England Co-operative, Kingsway House, Land East of Kingsway Road, Scunthorpe

Good afternoon

On 23/09/2021, we received an application for the Grant of a Premises Licence for the above premises.

As the application was received electronically, please find attached a copy of the application and supporting documents.

The closing date for comments on the grant application is 21 October 2021.

Kind regards,

Alice Cowell

Licensing

Waste, Fleet & Public Protection

Operations

North Lincolnshire Council

☎ 01724 297750

✉ Church Square House, 30-40 High Street, Scunthorpe, DN15 6NL

🌐 <https://www.northlincs.gov.uk/jobs-business-and-regeneration/licensing/>

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East of England Co-op, Kingsway

Karen Woad [REDACTED]

Mon 27/09/2021 11:59

To: Licensing <Licensing@northlincs.gov.uk>

Good morning

Trading Standards are in receipt of the above premises grant application.
No issues

Kind regards

Karen Woad

Trading Standards Officer

Trading Standards | Waste & Public Protection | Church Square House, High Street East, Scunthorpe DN15 6XQ (Sat Nav DN15 6NL) | [REDACTED]

www.northlincs.gov.uk/tradingstandards

www.facebook.com/northlincstradingstandards

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HUMBERSIDE
Fire & Rescue Service

Our Ref: FS/EA/RM/RLA1/S2/SP/005971 (648773)
Date: 30th September 2021

Amy Kelly
Knights Plc
Two St Peter's Square
Manchester
M2 3AA

BUSINESS SAFETY
Laneham Street
Scunthorpe
North Lincolnshire
DN15 6JP
www.humbersidefire.gov.uk
The person dealing with this matter is:
Emma Allen
Business Safety Inspector
Tel: [REDACTED]
E-Mail: [REDACTED]

[REDACTED]
Dear Madam

**REGULATORY REFORM (FIRE SAFETY) ORDER 2005
LICENSING ACT 2003 - TYPE OF LICENCE
PREMISES LICENCE
NEW APPLICATION (GRANT)
PREMISES: CENTRAL ENGLAND CO-OPERATIVE
UNIT 1 FORMER SITE OF KINGSWAY HOUSE
ACCESS ROAD TO KINGSWAY OFF LLOYDS AVENUE
SCUNTHORPE
DN16 2AG**

LICENSING ACT 2003

The application and enclosures in relation to the above mentioned premises which were received in this office on the 24th September 2021 are acknowledged and the Fire Authority make the following comments.

From the information provided the proposals with regards to Public Safety are considered **acceptable** to the Fire Authority.

REGULATORY REFORM (FIRE SAFETY) ORDER 2005

Fire Risk Assessment

It is a requirement that the responsible person must make a suitable and sufficient assessment of the risks to which relevant persons are exposed for the purpose of identifying the general fire precautions which are necessary to comply with the requirements and prohibitions imposed on him by or under this order and record the prescribed information

The following should be considered as essential to any such fire risk assessment:

Means of Escape

Gas/electric meters within the means of escape must be enclosed in 30 minute fire-resisting construction.

Exit routes must be kept clear at all material times.

Automated and automatic doors should fail safe in the open position in the event of failure of the power supply, operation of the fire alarm or override systems.

Escape routes must be designed to ensure that any person can escape to a place of relative safety, and from there will be able to go directly to a place of ultimate safety away from the building.

Where there is a shared escape route reasonable steps should be taken to ensure co-operation and co-ordination, between all responsible parties, as far as is necessary to ensure effective evacuation procedures are implemented.

Means of Giving Warning of Fire

The fire alarm system should conform to British Standard 5839: Part 1: 2017.

Emergency Lighting

The emergency lighting system should conform to British Standard 5266: Part 1: 2016.

Fire Fighting Equipment

The extinguishers should be sited in accordance with the current relevant British Standard specification or equivalent i.e. sited on escape routes and mounted with handle approximately 1.5m from floor level (extinguisher less than 4kg) or 1 metre from the floor level (heavier extinguishers).

Signage

Satisfactory as indicated on drawing number 19-115-W59 received 24th September 2021.

The premises will form part of the Fire Authority's "risk based" assessment and inspection programme and therefore the application will be held on file for reference purposes. In the meantime your attention is drawn to the publication 'Fire Safety Risk Assessment – Offices and Shops (ISBN No. 13: 978 1 85112 815 0)' which provides information for the responsible person about The Regulatory Reform (Fire Safety) Order 2005. This publication is available from The Stationery Office or by downloading it from the Internet at:

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

Should the application include a change of use, structural alterations or change of the internal layout that affects the means of escape, you are advised to consult the Local Authority Building Control Department for further advice.

If you are not the responsible person for these premises, you should ensure that this letter and its contents are forwarded to that person.

If you require further advice or clarification of any of these matters, please contact the Fire Safety Inspector at the address overleaf.

Yours faithfully



FOR THE CHIEF FIRE OFFICER & CHIEF EXECUTIVE

Copy to: Local Authority Licensing

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**LA2003: Premises Licence Grant - Central England Co-operative, Kingsway House,
Land East of Kingsway Road, Scunthorpe**

Matthew Rogerson [REDACTED]

Thu 14/10/2021 08:50

To: Licensing <Licensing@northlincs.gov.uk>

Good Morning.

I can confirm this department has no comments in regards to the above application.

Regards,

Matthew Rogerson

Technical Officer

Environmental Protection Team

Environmental Health and Housing

Waste, Fleet and Public Protection

Operations Directorate

North Lincolnshire Council

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P.A./2021/894
Licensing Dept.
P.O. Box 42
Church Square
Scunthorpe DN15 6XQ

Oct. 14, 2021



To the Licensing Dept.

The Central England Co-Operative Ltd. applied for a new Premises licence for the site of the former Kingsway House, Scunthorpe DN16 2AE, to permit the provision of activities, to include the sale of alcohol, off the premises, for the proposed retail development, for the residential land (former Kingsway House).

I am objecting to this. I do not want this business use for residential land.

These developers are targeting young people 16-21+ yrs, from the 2 further education colleges and University, who walk near here.

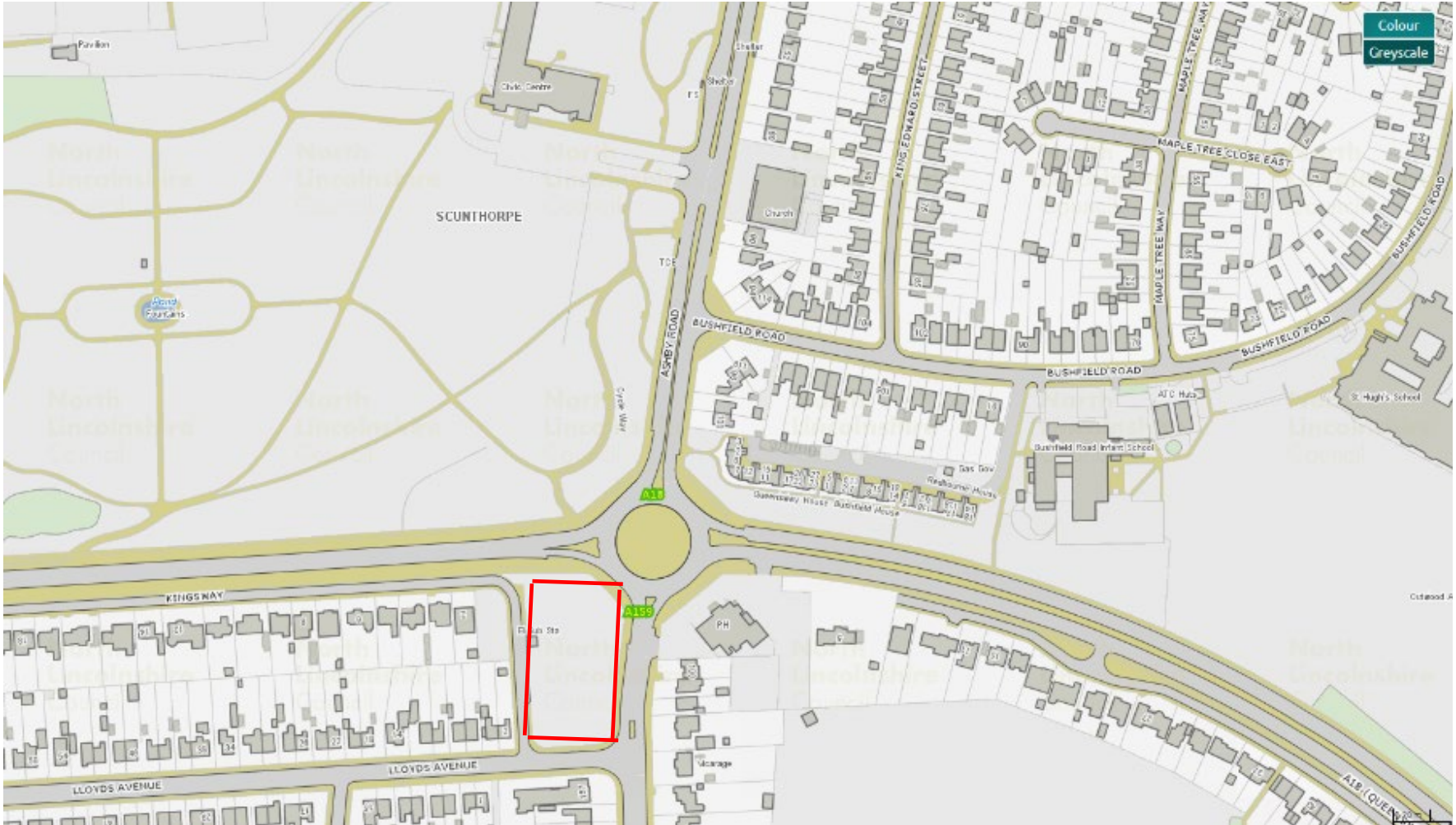
Having children (now grown) and having lived in this area for over 40 years, it is easy for young people to acquire alcohol from over 18s. Students have drunk alcohol at the back of my house and mainly in Central Park. The Kingsway is quite a busy road to cross, especially if drunk. The Co-Op may sell alcohol legally but it doesn't make the Co-Op and its employees happy if young people are injured or killed through them.

Adults, over 18s' have alcohol accessible from nearby Brumby Corner or ~~sp~~ supermarkets. This alcohol licence is not needed or wanted at this location.

Thank you

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Mrs. Elizabeth Newbould

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