

DATE: 28 April 2026
MY REF: Licensing Sub-Committee
YOUR REF:
CONTACT: Democratic Services
TEL NO: 0116 272 7708
EMAIL: committees@blaby.gov.uk

To Members of the Licensing Sub-Committee

Cllr. Shabbir Aslam

Cllr. Helen Gambardella

Cllr. Janet Forey

Cllr. Royston Bayliss
(Reserve)

Dear Councillor,

A meeting of the **LICENSING SUB-COMMITTEE** will be held in the Brooks Room - Council Offices, Narborough at these offices on **THURSDAY, 7 MAY 2026** at **5.30 p.m.** for the transaction of the following business and your attendance is requested.

Yours faithfully



Gemma Dennis
Corporate Services Group Manager and Monitoring Officer

AGENDA

1. Election of Chairman
2. Apologies for Absence
3. Disclosures of Interests from Members

To receive disclosures of interests from Members (i.e. the existence and the nature of those interests in respect of items on this agenda).

4. Application for a Premises Licence at Jenno's Coffee House, Unit 5 The Brook Centre Tay Road, Lubbethorpe, LE19 4EW (Pages 3 - 60)

To consider the report of the Licensing Team Leader (enclosed).



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Blaby District Council
Licensing Sub-Committee

Date of Meeting 7 May 2026
Title of Report **Application for a Premises Licence at Jenno's Coffee House, Unit 5 The Brook Centre Tay Road, Lubbesthorpe, LE19 4EW**
Report Author Licensing Team Leader

1. What is this report about?

- 1.1 The Licensing Sub-Committee is required to determine an application for a Premises Licence, relating to Jenno's Coffee House Ltd, Unit 5 The Brook Centre Tay Road, Lubbesthorpe, LE19 4EW

2. Recommendation

- 2.1 That the Licensing Sub Committee determines an application in accordance with the Licensing Act 2003.

Having considered the application and representations, members must consider whether to

- Grant the licence application in full without modification
- Grant the licence application subject to conditions
- Reject the application

Members must give full reasons for any decision made.

3. Reason for Decision Recommended

- 3.1 The Licensing Act 2003 requires that the Licensing Sub Committee determine the application of a premises licence where relevant representations are received.

4. Matters to consider

- 4.1 Background

The Licensing Authority received a complete application for a Premises Licence on 20th March 2026. The application was submitted in accordance

with the requirements of the Licensing Act by the applicant, Jenno's Coffee House Ltd.

A copy of the full application is attached at **Appendix A**.

The steps the applicant proposes to take to promote the licensing objectives are set out in the operating schedule on the application form (Section M)

4.2 Relevant Representations

Responsible Authorities – No representations have been received from any responsible authority.

Other persons- Representations were received from 3 other persons. The representations cover aspects of all four of the licensing objectives. Copies of these representations are attached as **Appendix B**.

4.3 Appropriate Consultations

The Act requires that the applicant sends a copy of their application to the Licensing Authority and all Responsible Authorities. When the application is accepted the applicant must place a notice detailing the application and the relevant dates for representations to be submitted, once in a local publication and on, at or near to the premises for 28 consecutive days. The Licensing Authority must also display a notice detailing the application on their website for 28 consecutive days commencing on the day after the application has been accepted.

4.4 Significant Issues

There is no requirement for an EINA (Equalities Impact Needs Assessment) to be completed for this report.

4.5 In preparing this report, the author has considered issues related to Human Rights, Legal Matters, Human Resources, Equalities, Public Health Inequalities and there are no areas of concern.

5. Environmental impact

5.1 No Net Zero and Climate Impact Assessment (NZCIA) is required for this report.

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Premises licence to be granted under the Licensing Act 2003

LIC811826937

Privacy Notice

The personal information you supply to Blaby District Council in this form will be processed in accordance with the General Data Protection Regulation (GDPR) and the Data Protection Act 2018 (when in force). We may share this information with other council departments, local authorities, government departments or law enforcement organisations to improve service delivery or for the prevention or detection of crime and fraud where the law allows this. Further information on how we handle your personal information can be found on the [Data Protection Notice web page](#)

Applicant name(s)

Mr Danny Simon Jenno

Jenno's Coffee House Ltd

Premises details

Name of the premises:

Unit 5

Postal address of premises:

Unit 5 The Brook Centre Tay Road, Lubbethorpe, LE19 4EW

Detailed description of the location including the Ordnance Survey references:

Telephone number at premises:

Telephone number not provided

Non domestic rateable value of your premises:

34.00

Email address:

[REDACTED]

Application

Applying for a premises licence as:

b) i. A person other than an individual - as a limited company/limited liability partnership

Purpose of application:

I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities

Other applicants

Applicant name:

Jenno's Coffee House Ltd

Address:

Unit 5 The Brook Centre Tay Road, Lubbethorpe, LE19 4EW

Registered number:

Registered number not given

Description of applicant:

Limited Company (Ltd)

Email:

[REDACTED]

Phone number:

[REDACTED]

Operating schedule - premises

When do you want the premises licence to start?

01/05/2026

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

No end date given

General description of the premises:

The Premises Internal Gross Area is 421m²

The Internal Seating Area is 273m²

The External Seating Area is 161m²

Please state the number of people expected to attend the premises at any one time:

Number not given as less than 5,000 people expected to attend the premises at any one time

Operating schedule - licensable activities

Provision of regulated entertainment - what licensable activities do you intend to carry on from the premises?

e) Live music, f) Recorded music, Supply of alcohol

E. Live music

Will the performance of live music take place indoors or outdoors or both?

Indoors

Please give further details:

Lounge Music: Jazz, Piano & Singers etc

State any seasonal variations for the performance of live music:

None noted at present

Standard days and timings:

Monday Start: 07:00 Finish: 23:00 Tuesday Start: 07:00 Finish: 23:00 Wednesday Start: 07:00 Finish: 23:00 Thursday Start: 07:00 Finish: 23:00 Friday Start: 07:00 Finish: 23:00 Saturday Start: 07:00 Finish: 23:00 Sunday Start: 07:00 Finish: 23:00

Non standard timings:

None noted at this Time

F. Recorded music

Will the playing of recorded music take place indoors or outdoors or both?

Indoors

Please give further details:

Playing of Recorded/Streamed Music

State any seasonal variations for the playing of recorded music:

Non noted at this time

Standard days and timings:

Monday Start: 07:00 Finish: 23:00 Tuesday Start: 07:00 Finish: 23:00 Wednesday Start: 07:00 Finish: 23:00 Thursday Start: 07:00 Finish: 23:00 Friday Start: 07:00 Finish: 23:00 Saturday Start: 07:00 Finish: 23:00 Sunday Start: 07:00 Finish: 23:00

Non standard timings:

Non noted at this time

J. Supply of alcohol

Will the supply of alcohol be for consumption?

On the premises

State any seasonal variations for the supply of alcohol:

None noted at this time

Standard days and timings:

Monday Start: 12:00 Finish: 23:00 Tuesday Start: 12:00 Finish: 23:00 Wednesday Start: 12:00 Finish: 23:00 Thursday Start: 12:00 Finish: 23:00 Friday Start: 12:00 Finish: 23:00 Saturday Start: 12:00 Finish: 23:00 Sunday Start: 12:00 Finish: 23:00

Non standard timings:

None noted at this time

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

Mr

Danny Simon

Jenno

Date of birth:

[REDACTED]

The address of the individual whom you wish to specify on the licence as designated premises supervisor:

[REDACTED]

Personal licence number:

HHPER1201

Issuing licensing authority:

Harborough

K. Concern in respect of children

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:

No activities proposed

L. Hours premises are open to the public

State any seasonal variations:

None noted at this time

Standard days and timings:

Monday Start: 07:00 Finish: 23:00 Tuesday Start: 07:00 Finish: 23:00 Wednesday Start: 07:00 Finish: 23:00 Thursday Start: 07:00 Finish: 23:00 Friday Start: 07:00 Finish: 23:00 Saturday Start: 07:00 Finish: 23:00 Sunday Start: 07:00 Finish: 23:00

Non standard timings:

None noted at this time

M. Licensing objectives

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

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

We currently have training on other sites which will be adapted for this site. To include proposals in our Standard Operating Procedures (SOPS) + Emergency Action Plan (EAP)

b) The prevention of crime and disorder:

Discussions will be undertaken with the Local Law Enforcement Team with regard the existing arrangements and the additional for this premises

CCTV will be installed

Other issues of Safety & Security will be reviewed and planned including

Incident Logging & Retention

Regular Staff Training and Protocols

c) Public safety:

Lighting & layout planned to retain free movement & a high level of safety on the premises

Goo & clear signage in all areas of Public use

Fire Exit Signs to be lit with Emergency lighting where required

Agree and follow the recommendations from the following Authorities

Fire Officer

Police

Health & Safety Inspectorate

Local Authority

Environmental Health & Safety

d) The prevention of public nuisance:

As there is NO cooking on-site then there will be no smells and exhausted gasses

Due to opening hours, the nature of the business and the location of the premises, there will be minimal noise to local residents

The premises are set away from residential premises

e) The protection of children from harm:

Every effort will be taken to ensure the safety of children/minors on-site
Full training will be given to Staff to follow the guidance of Government to ask for acceptance ID for the purchase of Alcohol

Checklist

To support this application we require a plan of the premises and a completed consent form from the individual you wish to be a Designated Premises Supervisor (DPS).

Please upload the plan of the premises: Maximum 5MB

sandbox-files://69bd20594765d773925400

Please upload the consent of new designated premises supervisor: Maximum 5MB

sandbox-files://69bd207aedb39814978546

Please confirm the following:

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, I have read and understood the data protection privacy notice and give the council permission to share my data with other organisations necessary to process my application

It is an offence, under the 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 or any amount. I have read and understood the statement:

I have read and understood the statement

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.

I have read and understood the statement:

I have read and understood the statement

Please upload the document (first applicant) Maximum 5MB

sandbox-files://69bd2091034ea527250943

Signatures

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.

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

Signature:

Danny Jenno

Date:

20/03/2026

Capacity:

Company Director

Are there any other applicants or agents who have been unable to sign this form?

No

Application fee

The fee is £100.00. Please note, this is not refundable if the application is withdrawn, is too late or is unsuccessful.

Payment authorisation code:

251-50695

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JENNO'S
COFFEE HOUSE



JENNO'S COFFE HOUSE LTD
21 Leicester Road
Blaby
Leicester
LE8 4GR

To whom it may Concern
Blaby District Licensing

APPLICATION ADRESS: UNIT 5 Tay Road, New Lubbesthorpe Leics. LE19 4EW
LICENCE APPLICANT NAME: Mr Danny Simon Jenno
PERSONAL LICENCE NO: HHPER1201
LICENCE AUTHORITY: Harborough

Dear Sir or Madam

I confirm that I am happy and will be acting as the Designated Premises Officer for the above property on behalf of Jenno's Coffee Shop Ltd.

Yours faithfully

Mr Danny Jenno
Director
Jenno's Coffee Shop Ltd

T: 0116 2781 903
E: info@jennos.co.uk
www.jennos.co.uk
Head Office:
Jenno's Coffee House
21 Leicester Road
Blaby
Leicestershire
LE8 4GR

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Representation Form Licensing Act 2003 evidence LIC819899466



Customer Services

To Licensing

[If there are problems with how this message is displayed, click here to view it in a web browser.](#)

Representation form Licensing Act 2003 evidence uploads.

Reference Number: LIC819899466

Evidence

Evidence provided in this form:

No uploads have been provided

Form summary:

DPA:

Name:

Title	First name	Surname
Mr.	Rob	Lythall

Are you completing this form personally or representing an organisation?: Personally

Address:

Full Address
[REDACTED]

Email: [REDACTED]

Home Telephone:

Mobile Number: [REDACTED]

Name of the premises you are making a representation about: Jennos Coffe House

Address of the premises you are making a representation about:

Postcode / street name	Full Address
le19 4BF	5 Tay Road, Lubbesthorpe, LE19 4BF

Which Licensing Objectives does your representation relate to?: To prevent public nuisance

To prevent public nuisance: Hi - Jennos is a great coffe house but I was advised last year that the alcohol licence etc would run to mid evening but the certificate now says 12 midnight 24/7
Have the council considered all the residents nearby that have small children or need to get up at a good time and need a decent nights sleep?
Now that sainsburys has opened there is more noise and this will get worse.
Jennos closes earlier at other outlets, can this not be the case in New Lubbesthorpe?

Do you have any evidence in support of your representation?: No

Are there any conditions that could be added to the licence to remedy your representation?: 10pm close

Do you have any other suggestions you would like the Licensing Sub-Committee to take into account?: N/a

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REPRESENTATION FORM

Your name/organisation name/name of body you represent	Anoop Takher
Address of person/organisation making representation	[REDACTED]
Name of the premises you are making a representation about	Jennos Coffee House Ltd
Address of the premises you are making a representation about	Commercial Buildings, Tay Road, Leicester

What are you making a representation about?
Please indicate which part of the licence/certificate application you are making a representation about (E.g. terminal hours, music and dancing, operating schedule)
See Below - a Complete Objection to shop having an alcohol license and operating with music/live music until 11pm. Application No: LIC811826937

Your representation must relate to one of the four Licensing Objectives

Licensing Objective	Please provide full details of your concerns regarding the application and include any evidence you may have in support of it. Please use separate sheets if necessary
To prevent crime and disorder	The proposed coffee shop is requesting a license to provide alcohol and live music/music until 11pm. This will create disorder as the shop is opposite residential house and flats and next door to a children's park and primary school. Loud music and alcohol between mid-day to 11pm at night will cause noise and disruption to the surrounding properties and area.
Public safety	Children play in the park beside the building and are at the school during term times. People who are intoxicated during the day could cause issues and harm to a child friendly area..
To prevent public nuisance	Serving alcohol and playing music/live music from mid-day until 11pm will cause public nuisance, as people leaving the premises intoxicated making their way home will also disrupt surrounding properties and areas. This would be 7 days a week.
To protect children from harm	The premises is next door to a primary school and a children's park is beside the property. People being intoxicated from mid-day, could cause the children harm as the school ends daily during term time at 3.15pm and most of the children head to the park straight after to play before going home. This is a residential, family friendly area and the location sits at the hub of this all.

Please suggest any conditions that could be added to the licence to remedy your representation or other	If the application is not refused, I would request the following conditions be considered: Page 19
--	--

suggestions you would like the Licensing Sub Committee to take into account.	No live music or music or alcohols served at all. Doesn't make sense for any suggestion considering there is home and flats directly opposite the shop, but also a kids play ground and primary school next door.
---	---

Signed: Mr Anoop Takher

Date: 27/03/2026

Capacity: Resident

NOT FOR PUBLICATION

Your e-mail address	[REDACTED]
Your contact telephone number	[REDACTED]

SUPPORTING NOTES

If you do make a representation, it can only relate to the four Licensing Objectives. If relevant and accepted, you will be invited to attend a meeting of the Licensing Sub Committee and any subsequent appeal proceeding. If you do not attend, the Sub Committee will still consider any representations that you have made.

Your representation will also be passed to the applicant, to allow them the opportunity of addressing your concerns. Your representations will be published in the report available to the Sub Committee, which will be publicly available. Names and addresses will only be withheld from the applicant or Sub Committee in exceptional circumstances (email addresses and contact telephone numbers will not be publicly available). If you do not wish for your personal details to be disclosed, then you must withdraw your representation.

This form must be returned within the Statutory Period, which is 28 days from the date the notice was displayed on the premises or the date specified in the Public Notice in the newspaper. Please contact the Licensing Section on 0116 272 7782 if you are in doubt about the date.

Please return this form when completed along with any additional sheets to:

Licensing
Blaby District Council
Council Offices
Desford Road
Narborough
Leicester
LE19 2EP

Or

By email: licensing@blaby.gov.uk

Tel: 0116 272 7782

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[External] Representation – Premises Licence Application (Jenno’s Coffee House Ltd.)



Georgi Vasilev <[redacted]>
To: Licensing

Reply Reply All Forward

Mon 30/03/2026 15:27

Follow up. Completed on 30 March 2026.
You forwarded this message on 30/03/2026 15:50.

You don't often get email from g18111991@gmail.com. [Learn why this is important](#)

Caution: This email originated from outside of Blaby District Council. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Dear Sir/Madam,

I am writing to make a representation regarding the premises licence application for Jenno’s Coffee House Ltd. (Application No: LIC811826937).

My name is Georgi Vasilev, and I reside at:
[redacted]

I would like to raise concerns in relation to public nuisance, particularly regarding the proposed hours for live and recorded music (07:00 – 23:00 daily) and the sale of alcohol (12:00 – 23:00).

Given the proximity of my residence to the premises, I am concerned that extended hours of music and alcohol sales may lead to increased noise levels and disturbance, especially during the evening. This could negatively impact the quiet enjoyment of nearby residential properties.

I respectfully request that the Licensing Authority carefully considers these concerns when reviewing the application.

Thank you for your attention to this matter.

Yours faithfully,
Georgi Vasilev

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Blaby District Council Policy

Licensing Act 2003 – Statement of Licensing Policy, 2023-2028

Original Publish Date	14/12/2004	Review Frequency	Every 2 years	Current Version Publish Date	01/09/2023
Approved By*	Council	Approval Date*	25/07/2023	Version Number	7
Author Job Title	Licensing and Environmental Health Team Leader	Service Area	Environmental Health	Document Register Reference	A 935

*Approved by and 'approval date' are in relation to the most recent version.

Review History

Version*	Reviewed By (Job Title)	Review Completion Date	Brief Description of Changes (add 'no changes required' if applicable)
7	Phil Fasham – Environmental Health Manager	June 2024	No changes needed, policy valid until 2028, review period updated to every 2 years
7	Matt Pickering – Licensing Team Leader	25/07/2023	Inclusion of Public Spaces Protection Orders (PSPO) Inclusion of Street Trading Consent scheme and Sexual Entertainment Venue policy Inclusion of consideration of Public Health Additional text regarding distinction between Planning and Licensing regimes, Additional context to conditions, plus inclusion and reference to the Pool of Model Conditions Inclusion of Basic disclosure requirements Additional context in relation to the delegated functions of a Licensing Committee or Sub-Committee Additional section: Right to Appeal Additional section: Fees Additional section: Contact details
6	Mandy Geary – Senior Licensing Officer	05/09/2018	
5		2015	
4		17/07/2013	
3		14/12/2010	

Version*	Reviewed By (Job Title)	Review Completion Date	Brief Description of Changes (add 'no changes required' if applicable)
2		11/12/2007	
1		14/12/2004	

*Version number remains the same if no significant changes are made upon review.

Document Definition / Approval & Review

Defining the document type and how it is approved and reviewed

Blaby District Council policies **‘outline a set of rules or principles that govern how the council (or services within the council) will operate’**.

Key published documents are approved for publication in line with the approval matrix illustrated in the [Key Published Document Procedure](#).

Unless agreed by exception, key published documents must be reviewed at least **every 3 years** from the date of approval.

Significant updates/changes must also seek reapproval in line with the approval matrix.

Scope

To what and to whom this policy applies

The Council has the responsibility for granting licenses for the sale by retail of alcohol, the supply of alcohol by or on behalf of a club or to the order of a member of the club, the provision of regulated entertainment and the provision of late night refreshment throughout its area.

This policy also:

- Informs applicants about how applications will be reviewed and how a licensed premise is likely to be able to operate within the area of the licensing authority although each application will be examined and considered on an individual basis.
- Informs residents and businesses how applications will be viewed and how their needs will be addressed and supported.
- Is used as a guide by members of the licensing authority in their decision making.
- And is to be used to support decisions made by the licensing authority when those decisions are challenged in a court of law.

Terms & Definitions

Definition of any acronyms, jargon, or terms that might have multiple meanings.

Term	Definition

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1. Introduction

- 1.1. Blaby District Council makes this Statement of Licensing Policy in accordance with Section 5 of the Licensing Act 2003 (the Act). It has been prepared in accordance with the official guidance issued to Local Authorities under section 182 of the Act by the Home Office.
- 1.2. It explains how the Licensing Authority will carry out its role under the Act for the next five years. During this time the policy will be kept under review and where necessary revisions will be made following consultation with the bodies outlined below.
- 1.3. The Council has the responsibility for granting licences for the sale by retail of alcohol, the supply of alcohol by or on behalf of a club or to the order of a member of the club, the provision of regulated entertainment and the provision of late-night refreshment throughout its area.
- 1.4. Our policy will also:
 - inform applicants about how applications will be reviewed and how a licensed premise is likely to be able to operate within the area of the Licensing Authority although each application will be examined and considered on an individual basis,
 - inform residents and businesses how applications will be viewed and how their needs will be addressed and supported,
 - be used as a guide by members of the Licensing Authority in their decision making, and
 - be used to support decisions made by the Licensing Authority when those decisions are challenged in a court of law.

2. Consultation

- 2.1. In developing this licensing policy, the Licensing Authority consults with the persons or bodies set out below:
 - Leicestershire Police,
 - Leicestershire Fire Authority,
 - Leicestershire Health Authority,
 - persons/bodies representing holders of existing premises licences,
 - persons representing holders of existing club premises certificates,
 - persons holding personal licences,
 - bodies representing businesses and residents in its area, and
 - other groups or persons that the Licensing Authority consider appropriate.

3. Licensable Activities

- 3.1. Activities that require licensing under the Licensing Act 2003 are:
 - the retail sale of alcohol
 - the supply of alcohol by or on behalf of a club, or to the order of a member of the club
 - the provision of late-night refreshment
 - the provision of regulated entertainment

3.2. Regulated entertainment requires a licence when it is performed in the presence of an audience for their entertainment and is provided for members of the public or a section of the public or exclusively for the members of a qualifying club and/or their guests or for consideration and with a view to profit. It includes the following:

- a performance of a play,
- an exhibition of a film,
- an indoor sporting event,
- a boxing or wrestling entertainment,
- a performance of live music,
- any playing of recorded music,
- a performance of dance, and
- any similar entertainment to live music the playing of recorded music or performance of dance.

3.3. However, the Deregulation Act 2015 made a number of exemptions to regulated entertainment, when certain criteria are met, that mean a licence or other authorisation is not required. These are particularly in relation to plays, dance, films, indoor sporting events, and both live and recorded music.

4. Fundamental Principles

Background

4.1. The Statement of Licensing Policy sets out how the Licensing Authority will carry out its functions under the Licensing Act 2003. Nonetheless decisions relating to licences will consider, at all times, the merits of the individual case and have regard to this policy as part of a decision-making process.

The Licensing Objectives

4.2. In carrying out its licensing functions under the Act, the Licensing Authority will seek to promote the licensing objectives. The licensing objectives are:

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

4.3. Each of the licensing objectives is considered to be of equal importance for the purpose of this policy.

Relevancy & Extent of Control

4.4. This policy concerns the regulation of licensable activities on licensed premises, by qualifying clubs and at temporary events within the terms of the Act. The conditions attached to the licence or other authorisation issued under the Act will be focused on matters within the control of the licensee or other person who is granted a licence or authorisation and will be centred on and around the premises or place(s) being used for licensable activities and the vicinity of those premises and places.

4.5. Licensing law is not the primary mechanism for the general control of nuisance and anti-social behaviour by individuals once they are away from the direct control of the licensed premises, club, or others with relevant authorisations.

- 4.6. However, licensing law is a key aspect for the successful control and management of leisure and entertainment in town centres. With this in mind, the Licensing Authority would expect all licensees to be responsible for minimising the impact of their activities and the behaviour of their patrons or guests on others within the vicinity of their premises and will require licence holders to demonstrate that they have taken appropriate action.

Balance

- 4.7. The Licensing Authority will look to achieve a balance between leisure/entertainment and the needs of residents and other businesses for an acceptable environment and quality of life.
- 4.8. This policy will not undermine the right of any individual to apply for a variety of permissions and to have any such application considered on its individual merits. Nor will it override the right of any person to make representation to an application or seek a review of a licence where provision has been made for them to do so in the Act.

5. Licensing Hours

- 5.1. The Licensing Authority recognises that providing consumers with greater choice and flexibility is important for a thriving evening and night-time economy. It is recognised that flexible and varied licensing hours are important to ensure that a concentration of customers leaving licensed premises simultaneously is avoided. However, this will be balanced very carefully against the duty to promote the four licensing objectives and the rights of local residents to peace and quiet.
- 5.2. Fixed trading hours will not be set for particular geographical areas. In making decisions in respect of hours, the Licensing Authority will have regard to any representations received, the guidance and to this policy, with the aim of properly promoting the licensing objectives.
- 5.3. In relation to shops and other retail outlets supplying alcohol for consumption off the premises, the general policy will be to allow sales of alcohol at all times when the premises are open for business. Any decision not to allow sales of alcohol at particular times will be based on evidence of the need to prevent crime, disorder, and public nuisance (following relevant representations).

6. Promotion of the Licensing Objectives

- 6.1. The Licensing Authority is required to carry out its functions to promote the licensing objectives.
- 6.2. Licence applications should be accompanied by an operating schedule that includes the steps that the applicant proposes to take to promote the licensing objectives. The Licensing Authority expects that the process of developing the operating schedule will include a thorough risk assessment with regard to the licensing objectives, which will assist in identifying those steps.
- 6.3. Applicants are urged to discuss their proposals with the Licensing Authority and responsible authorities prior to submitting an application. This will enable them to seek advice when formulating their operating schedule and may avoid the need for a hearing in response to relevant representations made by responsible authorities. The responsible authorities are:
- This Licensing Authority
 - Leicestershire Constabulary

- Leicestershire Fire and Rescue Service
- Blaby District Council's Environmental Health Service
- Blaby District Council's Planning Department
- Leicestershire County Council Trading Standards Service
- Leicestershire County Council Public Health Department
- Home Office

- 6.4. Licensing Authorities can now act as a responsible authority in their own right. The Licensing Authority will determine when it considers it appropriate to act in its capacity as a responsible authority. Any such decision will be made with a view to promoting the licensing objectives and having regard to this policy and the guidance issued under Section 182.
- 6.5. In acting in its role as Licensing Authority and Responsible Authority, this Licensing Authority will ensure that there is a clear separation of responsibilities to ensure procedural fairness and eliminate conflicts of interest. The officer acting for the responsible authority will not be involved in the administrative process of the application or review and will not discuss the merits of the case with those involved in making the determination by the Licensing Authority. The officer advising the Licensing Committee will be a different person from the officer who is acting as the responsible authority.
- 6.6. This Licensing Authority will not act as a responsible authority on behalf of other parties' i.e., local residents, local councillors, or community groups. Such parties can make relevant representations to the Licensing Authority in their own right. However, if such parties have failed to act and the Licensing Authority is aware of relevant grounds to make a representation then this Licensing Authority may choose to act in its capacity as a responsible authority.
- 6.7. This Licensing Authority will also expect that other responsible authorities should intervene where the basis for that intervention falls within the remit of other responsible authorities i.e., the police should make representations on issues that undermine the crime and disorder licensing objective. This Licensing Authority will work with other responsible authorities to provide relevant intelligence that may provide more information in relation to their own evidence.

7. Prevention of Public Nuisance

- 7.1. The Licensing Authority is committed to minimising the loss of "personal amenity" in the District by working in close partnership with Leicestershire Constabulary, Environmental Health and licence holders and their managers.
- 7.2. The Licensing Authority considers that a risk assessment should be carried out by applicants to determine the potential effect on neighbouring premises.
- 7.3. The Licensing Authority intends to interpret "loss of amenity" in its widest sense, and takes it to include such issues as noise, light, odour, litter, and anti-social behaviour. Where these matters impact on those living, working or otherwise engaged in normal activity in an area, with particular regard to noise-sensitive areas, e.g., nursing homes, hospitals, or places of worship etc., the Licensing Authority will consider applying additional conditions as appropriate.
- 7.4. The Licensing Authority recognises the importance of its culture, leisure, and local economy to promote live music, dancing and theatre for the wider cultural benefits of the community as a whole.

- 7.5. When making applications, in providing evidence within the operating schedule that suitable and sufficient measures will be in place to address the public nuisance objective, applicants should consider the following matters, where appropriate:
- a) Measures taken or proposed to be taken to prevent noise and vibration escaping from the premises. This would include music, ventilation equipment noise and human voices, whether or not amplified. Such measures may include the installation of soundproofing, air conditioning, acoustic lobbies, and sound limitation devices.
 - b) Measures taken or proposed to be taken to prevent unreasonable disturbance by customers and staff arriving or departing from the premises and delivery of goods and services.
 - c) Measures taken to control light to ensure that it does not stray outside the boundary of the premises such as to give rise to problems to residents.
 - d) In the absence of locally available public transport, sufficient provision for access to taxis and private hire services.
 - e) The use of gardens and other open-air areas.
 - f) Other appropriate measures to prevent nuisance, such as the employment of registered door supervisors or the use of CCTV following advice from the Crime Reduction Officer (or officer of equal status).
 - g) Proposals to use effective means of reducing disorder by communicating with other licence holders and the police; this could include relevant information which may relate to the potential for anti-social or criminal behaviour.
- 7.6. Licensing Authority will need to be satisfied that the type of Regulated Entertainment provided will be suitable for the location in which the premises are situated. Due to the different considerations that will apply, the operating schedule must also specify:
- a) whether any musical entertainment will include amplified music,
 - b) the proposed nature of the indoor sporting event(s), and
 - c) whether members of the public are allowed to participate in the entertainment, other than as audience/spectators.
- 7.7. Any change to the categories of entertainment to be provided will require a formal variation of the licence.

8. Prevention of Crime and Disorder

- 8.1. The Licensing Authority is committed to reducing crime and disorder across the District through its statutory duty under the Crime and Disorder Act and its links with the Police and Community Safety Partnership.
- 8.2. When preparing an operating schedule, applicants for a premises licence or club premises certificate will need to consider reasonable steps to reduce crime and disorder. Applicants will be expected to provide evidence that suitable and sufficient measures will be in place to address the crime and disorder objective.
- 8.3. Applicants should consider the following matters, where appropriate:

Irresponsible Drinks Promotions

- 8.4. The Licensing Authority supports a positive approach to the marketing of alcohol and the management of licensed premises that promotes responsibility in the consumption of alcohol.

- 8.5. All premises that sell alcohol are subject to mandatory conditions which make irresponsible drinks promotions illegal. A subjective judgement will be required when determining whether a drinks promotion is irresponsible or not. Applicants should show that they will undertake all reasonable steps to ensure that they or their staff do not engage in, arrange, or promote such promotions.

CCTV

- 8.6. The presence of CCTV cameras can be an important means of deterring and detecting crime at, and immediately outside, the licensed premises. Conditions should not just consider a requirement to have CCTV on the premises but also the precise siting of each camera, the requirement to maintain cameras in working order and to retain recording for an appropriate period of time. Leicestershire Police will provide advice to applicants preparing an operating schedule on the installation and maintenance of CCTV.

Door Supervision

- 8.7. Door supervisors can be used to ensure that only appropriate persons are admitted to the premises and assist with the operation of proof of age schemes. They can also be used to ensure that people waiting to enter licensed premises behave in an orderly manner. They can be valuable in:
- keeping out excluded individuals (subject to bans imposed by the courts or the licence holder), and
 - searching and excluding those suspected of carrying illegal drugs or carrying offensive weapons.
- 8.8. Where door supervisors are conducting security activities there will be a condition attached which specifies that they would have to be registered with the Security Industry Authority.
- 8.9. The operating schedule may also need to indicate the number of door supervisors, the displaying of name badges and proof of registration, where and during what times they will be stationed at the premises.

Staff Training

- 8.10. Adequate and appropriate staff training forms a vital part of ensuring licensed premises are properly run so that they promote the licensing objectives. The applicant should set out what steps have been or will be taken to ensure all staff are trained in crime prevention. This should include what measures will be taken to raise staff awareness to discourage and prevent the use and/or dealing of drugs on the premises.

Record Keeping and Reporting

- 8.11. The Licensing Authority considers that proper records of all instances of refusal to sell alcohol and incidents of crime and disorder must be recorded. These records shall be immediately available to police and licensing officers on request. It is expected that all incidents of crime and disorder are reported to the police.

Boxing & Wrestling

- 8.12. Boxing and wrestling events performed before an audience will require an authorisation under the Licensing Act. Before granting an authorization, the Licensing Authority will want to be satisfied that adequate measures have been taken to ensure that crowd disorder does not occur. Prior to application the Licensing Authority recommends that a

risk assessment should be undertaken to determine what steps are necessary to promote the licensing objective and this will include:

- Adequate and proper door supervision.
- Police supervision on site during the event.
- Not holding fights between contestants which have resulted in disorder in the past.
- Bare knuckle and some other forms of boxing which are illegal – Leicestershire Police should be contacted for advice prior to events being organised.

8.13. The Licensing Authority will consider any conditions, where these are deemed appropriate to the individual style of the premises and the activities set out in the operating schedule, including:

- Prohibiting the sale of alcohol in bottles for consumption on the premises, to prevent their use as weapons.
- Requiring drinking vessels to be made of reusable plastic or toughened glass.
- Appropriate measures to prevent overcrowding in a premises.
- Ensuring drunkenness is not tolerated on licensed premises.
- Carrying out a risk assessment where the event is not part of the premises usual business, or the events are promoted by a third party.

8.14. It should be noted in particular that it is unlawful under the 2003 Act:

- to sell or supply alcohol to a person who is drunk,
- to knowingly allow disorderly conduct on licensed premises,
- for the holder of a premises licence or a designated premises supervisor to knowingly keep or to allow to be kept on licensed premises any goods that have been imported without payment of duty or which have otherwise been unlawfully imported, and
- to allow the presence of children under 16 who are not accompanied by an adult between midnight and 5am at any premises, licensed for the sale of alcohol for consumption on the premises, and at any time in premises used exclusively or primarily for the sale and consumption of alcohol.

9. Public Safety

9.1. Most premises are subject to a range of legislative requirements and regulatory regimes such as the Health and Safety at Work Act and the Regulatory Reform (Fire Safety) Order 2005 aimed at protecting public safety. The Licensing Authority does not intend to duplicate requirements of existing statutory provisions. However, premises will be expected to ensure a level of compliance that promotes public safety.

9.2. Applicants are advised to demonstrate through their operating schedule that their proposals will not have a negative impact on public safety. The measures that are appropriate to promote public safety will vary from premises to premises and will include such things as:

- Fire safety
- Safe capacities
- Safe admission and departure for those using the premises
- Maintenance and repair
- CCTV and appropriate lighting

9.3. Applicants should consider when making an application what steps they will take and how they will promote the public safety objective.

- 9.4. In all circumstances the Responsible Person should know and adhere to capacity limits (occupancy figures) and shall comply with their appropriate Fire Safety Order.
- 9.5. In certain premises such as outdoor venues, where existing legislation does not provide adequately for the safety of the public, consideration will be given to conditions that promote all necessary measures to ensure the public are not at risk at these premises. Examples of this would be:
- Setting safe capacity limits for all or separate parts of the premises
 - Provision of staff to control admission and customers once inside the venue, be that indoors or outdoors

10. Protection of Children from Harm

- 10.1. The Licensing Authority will carry out its responsibility to ensure the promotion of the licensing objective for protecting children from harm. In doing this it will expect applicants for a premises licence or club premises certificate to set out in the operating schedule accompanying their application the measures that they will take to protect children from harm.
- 10.2. The Licensing Authority will also take into account any representation made by Leicestershire Constabulary who are the lead authority for child protection in relation to applications, licences and notices issued under the Act. It is expected that Leicestershire Constabulary will make representation to any application where they have any concerns for the welfare and/or protection of children.
- 10.3. Licences will be sought for a wide variety of premises including theatres, cinemas, restaurants, concert halls, cafes, late night take-away, pubs, bars, and nightclubs. It is not possible for this Policy to anticipate every situation where children may be at risk. The Licensing Authority will not therefore impose general conditions that apply to all premises but will consider how the licensing objectives can be best promoted in each particular case.
- 10.4. The Licensing Authority will not seek to limit the access of children to licensed premises unless it is necessary to protect children from harm where relevant representations are received. While each case will be judged on its own merits, the following sets of circumstances are likely to give rise to particular concern for the protection of children. Where these or similar activities are to take place at premises to be licensed, the Licensing Authority would expect applicants, when preparing operating schedules to outline in detail the steps that they intend to take to protect children from harm on such premises. The activities include:
- a) Where entertainment or services of an adult or sexual nature are commonly provided.
 - b) Where the premises have a reputation for underage drinking.
 - c) Where current or intended staff at the premises have convictions for serving alcohol to minors or for other matters relating to children.
 - d) Where the premises have a known association with drug taking or dealing.
 - e) Where there is a strong element of gambling on the premises (but not simply a small number of cash prize gambling machines).
 - f) Where the premises are situated in the immediate vicinity of a school or college.
 - g) Where the premises or the immediate vicinity of the premises is known to be a focal point for children and young people under 18 to congregate.
 - h) Where the supply of alcohol for consumption on the premises is the exclusive or primary purpose of the services provided at the premises.

- 10.5. Conditions will not be imposed that require the admission of children. This will remain a matter for the discretion of the licensee.
- 10.6. The range of options available to limit the access of children to licensed premises that may be considered if relevant representations are received include:
- a) limitations on the hours when children may be present,
 - b) age limitations (for those below 18 years of age),
 - c) limitations or exclusions of the presence of children under a certain age when specified activities are taking place,
 - d) requirements for an accompanying adult,
 - e) limitations on the parts of premises to which children might be given access, and
 - f) in exceptional cases, full exclusion of people under 18 from the premises when any licensable activities are taking place.

Children and Cinemas

- 10.7. Licensees will be expected to prevent children from viewing films that are unsuitable because of the age classification of the film that has been imposed by the British Board of Film Classification or other film classification board approved by the Licensing Authority. Children will not be permitted to view uncertified films, unless the Licensing Authority has given permission following a formal authorisation process.

Children and Regulated Entertainment

- 10.8. The Licensing Authority will expect that where a significant number of unaccompanied children will be present during a regulated entertainment event, the licensee should have a child protection policy in place to carry out suitable checks on staff before they take up employment. In addition, they will ensure that an adequate number of adult staff will be present to control the access, egress, and safety in and around the premises. The licence holders should take into account the number of children to be present, the age of the children, the type of entertainment and the characteristics of the premises, and any other factor that may be relevant.

Children and the Sale of Alcohol

- 10.9. Since October 2010, a mandatory condition is imposed on all licensed premises to adopt and implement a proof of age scheme in licensed premises. The Licensing Authority supports as best practice that licensed premises adopt and sign up to the "Challenge 21" scheme that is administered by the police and trading standards. The Licensing Authority supports PASS cards complying with the Proof of Age Standards Scheme (PASS) launched by the British Retail Consortium as the most effective means of proving age.

11. Consideration of Public Health

- 11.1. The misuse of alcohol is a significant public health challenge, and it is recognised that alcohol can contribute to a variety of harms, including health, economic, social and community harms. Alcohol contributes to more than 60 diseases and health conditions and represents 10% of the burden of disease and death in the UK, placing it in the top three lifestyle risk factors after smoking and obesity.
- 11.2. The availability and density of alcohol outlets are associated with increased numbers of alcohol related hospital admissions, alcohol related mortality and higher levels of alcohol consumption generally. Evidence also suggests that exposure to alcohol advertising is associated with the onset of drinking in children and increased consumption among young people who already drink.

- 11.3. Leicestershire County Council Public Health has responsibility for commissioning local substance misuse treatment services and to improve and protect the health and wellbeing of the population in Leicestershire. Public Health is also in a position to recognise and make links to the wider health inequalities associated with alcohol and alcohol misuse. For example, the impact of harmful drinking and alcohol dependence is much greater for those experiencing the highest levels of deprivation.
- 11.4. Whilst there is no public health licensing objective, Directors of Public Health are a Responsible Authority and are included in the premises licensing process to provide a health perspective and bring evidence from the health sector into licensing processes and decisions.
- 11.5. As a Responsible Authority, Public Health will work with the Licensing Authority and other partners to ensure the links between the density of licensed premises, alcohol availability and indicators of health-related harm inform licence decisions and promote the licensing objectives. Where there is evidence, Public Health has the ability to make representations in its own right or to support representations by other Responsible Authorities. Such representations can potentially be made on the grounds of upholding all four of the licensing objectives.
- 11.6. Although indicators, including admissions for alcohol specific conditions, are similar or below the national average for both Leicestershire and Blaby District, it is recognised that inequalities may still exist within this picture at a lower level than current available data captures.
- 11.7. Alcohol related harm still poses a risk to our communities and licensing policy can play an important role in contributing to reducing the levels and impact of alcohol consumption.
- 11.8. Applicants are therefore encouraged by the Licensing Authority and Public Health to carefully consider the health impacts of their proposed activities in relation to the licensing objectives, and for those considerations to be reflected in their applications and operating schedules.

12. Consideration of Cumulative Impact

- 12.1. In certain situations, the number, type, and density of premises selling alcohol may be associated with serious problems of nuisance and disorder. Cumulative impact is the potential impact on the promotion of the licensing objectives of several licensed premises concentrated in one area. In these circumstances, where evidence is brought to the attention of the Licensing Authority which supports the need for a special policy, it will consider the evidence and if satisfied, where appropriate and necessary, will include an approach to cumulative impact in its Policy. A cumulative impact assessment (CIA) may be published by a Licensing Authority to help it limit the number or types of licence applications granted in areas where there is evidence to show that either/or the number or density of licensed premises in the area is having a cumulative impact leading to problems that undermine the licensing objectives.
- 12.2. The Licensing Authority recognises that there can be confusion about the difference between “need” and “cumulative impact” of premises on the licensing objectives. “Need” is not a matter for a Licensing Authority in discharging the licensing functions or for this Policy. Conversely, the cumulative impact of licensed premises on the promotion of the licensing objectives is a proper matter for the Licensing Authority and its licensing committee to consider.
- 12.3. The Licensing Authority recognises, however, that any such policy cannot be absolute, and it would continue to consider each application properly on its merit and for licences

that are unlikely to add significantly to the problems of cumulative impact the application would be granted. In considering whether to adopt a CIA, the Licensing Authority will take the following steps:

- a) identification of the concern raised in relation to the 4 licensing objectives,
- b) assessment of the causes, and evidence of the problems,
- c) where it can be demonstrated that disorder and nuisance is arising as a result of customers of licensed premises, identifying the area from which problems are arising and the boundaries of that area,
- d) consult with those specified in section 5(3) of 2003 Act and provide details and reasoning, and
- e) subject to the outcome of consultation, adopt and publish the CIA, as provided for in this Policy.

Representations

- 12.4. Once a relevant representation has been received to engage a CIA, there is a rebuttable presumption that the applications which are likely to add to the existing cumulative impact will normally be refused unless the applicant can demonstrate in the operating schedule that there will be no negative cumulative impact on one or more of the licensing objectives.
- 12.5. If no relevant representations are received to engage any special policy, then the Licensing Authority must grant the application in terms that are consistent with the operating schedule submitted.

Review

- 12.6. The Licensing Authority will review any CIA adopted within 3 years. It will then consider whether it remains of the opinion of those set out in the initial assessment.

Restrictions on Cumulative Impact Assessment

- 12.7. A CIA will not be used to:
 - a) remove a licence when representations are received about problems with existing licensed premises,
 - b) justify the rejection of variations to a licence except where those variations are directly relevant to the CIA,
 - c) examine issues about the "need" for further licensed premises, which is a matter for market forces and not for the licensing regime,
 - d) indirectly fix a terminal hour for premises licences in a particular area,
 - e) adopt quotas that pre-determine the individual merits of any application.

Other Mechanisms Available for Controlling Cumulative Impact

- 12.8. The Licensing Authority recognises that once away from licensed premises, there is always a risk that a minority of consumers will behave badly and unlawfully. In these circumstances, there are other mechanisms available for addressing such issues, including:
 - Planning controls
 - Community protection notices
 - Controlled drinking spaces (Public Spaces Protection Orders)
 - Police enforcement of existing laws on anti-social behaviour
 - Designation of areas where alcohol may not be consumed publicly

- Confiscation of alcohol from adults & children in designated areas
- The closure of licensed premises for up to 24 hours on grounds of disorder, likely disorder, or excessive noise
- Powers to seek review of a Premises Licence or Club Premises Certificate
- Introduction of an early morning alcohol restriction order
- Introduction of a late-night levy

13. Integrating Existing Strategies and Policies

13.1. The Licensing Authority will seek to achieve integration with other strategies set out below and will consult with the appropriate organisations to achieve this.

Blaby and Hinckley and Bosworth Community Safety Partnership Strategy

13.2. The Licensing Authority recognises its responsibility to address issues relating to crime and disorder and is committed to working together, with other partners, to make Blaby District a safe and attractive area in which to live, work, study and socialise.

13.3. In making decisions, the Licensing Authority will consider the Blaby and Hinckley and Bosworth Community Safety Partnership Strategy, especially relating to:

- Reducing the opportunities for crime to occur
- Tackling disorder and anti-social behaviour
- Reducing the fear of crime
- Combating the use of drugs
- Reducing harm caused by alcohol
- Raising awareness of child criminal exploitation and modern day slavery

Street Trading Consent Scheme

13.4. Blaby District Council administers a Street Trading Consent scheme. The whole District is considered to be a consent area. Those street traders who provide hot food or drink between 23:00 and 05:00 hours also require a premises licence under the Licensing Act 2003. Street traders equipped with a mobile catering vehicle may apply for a premises licence to supply late night refreshment but as part of the application process will be required to provide the details of the area in which they want to trade. This trading area will be quite well defined within the broader landscape and will act as the 'premises'. Trading will not be allowed outside the 'premises' area. The applicant will also be required to provide a description including photographs of their mobile catering vehicle. To make a change to the vehicle or the 'premises' trading area, a licence holder will be required to submit a fresh premises licence application.

Sex Establishments and Sexual Entertainment Venues (SEV)

13.5. The Council introduced its SEV policy in June 2011. Where an applicant holds a SEV licence, it is likely that any conditions of its operation will be integrated with any Licensing Act authorisation. Failure to comply with any conditions may result in the premises licence/club premises certificate being reviewed.

Sustainable Community Strategy (SCS)

13.6. Blaby District Council has developed a Sustainable Community Strategy (SCS) which sets out the long-term vision for the District of Blaby and explains what the Council, through Blaby Together, plan to do to achieve this.

- 13.7. The SCS aims to identify the priorities for an area then, by working with the community, sets out plans to improve the quality of life for people within the area.
- 13.8. The Licensing Authority is committed to promote the short and long ambitions of the strategy, particularly those priorities which relate to the success of our arts, heritage, parks and green/open spaces, neighbourhood facilities, markets, festivals and public events, media, libraries and literature, sport, plays, faith and worship, tourism, restaurants and bars and creative industries.
- 13.9. This Policy will assist with the vision set out in the Sustainable Community Strategy for Blaby District by:
- a) monitoring the impact of licensing on the provision of regulated cultural activities and entertainment, such as live music, theatre, dance, and festivals, and encourage the promotion of these activities for the wider cultural benefit of our community,
 - b) creating a dialogue with the cultural sector about the impact of the licensing policy and work with our partners to balance different interests,
 - c) seeking to ensure that conditions attached to licences do not deter live music, festivals, theatre, sporting events etc., by imposing only those conditions which are considered appropriate, reasonable, and proportionate,
 - d) seeking to ensure that conditions attached to licences do not deter new or small-scale groups/activities in communities by imposing conditions which will lead to costs which are disproportionate to the size of the event, and
 - e) seeking to create an environment which minimises nuisance and anti-social behaviour connected to cultural activity and events, but without undermining the Council's commitment to increase access to cultural participation as a fundamental human right.

14. Planning and Building Control

- 14.1. The Licensing Authority will ensure that planning permission, building control approvals, and licensing regimes are separated to avoid duplication and inefficiency. The planning and licensing regimes involve consideration of different (albeit related) matters.
- 14.2. Applicants may wish, and will be encouraged, to seek advice regarding planning permission or building control approval from the appropriate authority prior to submitting an application under the Act. The licensing sub-committee are not bound by decisions made by a planning committee and vice versa.
- 14.3. If there are circumstances when, as a condition of planning permission, a terminal hour has been set for the use of premises for commercial purposes, where these hours are different to the licensing hours, the applicant must observe the earlier closing time. Premises operating in breach of their planning permission would be liable to prosecution under planning law.
- 14.4. Where the operation of an existing business or community facility could have a significant adverse effect on new development (including changes of use) in its vicinity, the applicant (or 'agent of change') should be required by the local planning authority to provide suitable mitigation before the development has been completed.

15. Promotion of Equality

- 15.1. Developing this policy, the Licensing Authority has recognised its responsibility under the Public Sector Equality Duty (PSED), Section 149 of the Equality Act 2010. The aims of the PSED are to eliminate unlawful discrimination; promote equality of opportunity and foster good relations between different groups of people.

15.2. The PSED requires the Council to give consideration to the protected characteristics stated under Section 149: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

15.3. The Licensing Authority is aware that there may be particular sensitivities of certain buildings, for example religious buildings, to certain licensable activities taking place in close proximity. Where this proximity has an impact on the promotion of one or more of the licensing objectives this would be a matter the Licensing Authority could consider. However, where appropriate the Licensing Authority will implement the following actions, which have been identified as being necessary to promote equality, and within the scope of the Act and supporting guidance:

- the Policy will be available on the internet, and in other formats upon request,
- the licensing objective of protecting children from harm will be promoted,
- where appropriate action will be taken to ensure the safety of vulnerable people in licensed premises,
- support will be offered to licence applicants, licence holders and potential objectors who are socially excluded,
- account will be taken of the effect of specific applications on community cohesion, including the need to balance the benefits of cultural and community activities with limited local disturbance, and
- action will be taken to ensure that all applications, particularly those for disadvantaged groups, are dealt with fairly.

16. Disabled Access

16.1. The guidance supporting the Act advises that conditions relating to disabled access should not be attached to licences, as this would duplicate existing statutory requirements. The Licensing Authority therefore takes this opportunity to remind applicants and operators of premises of their duties under the Equality Act 2010.

17. Transport

17.1. The Transport Strategy is set out in the Leicestershire Local Transport Plan (LTP) produced by Leicestershire County Council. The plan sets out the main proposals for achieving an integrated transport system to tackle the adverse impacts of traffic growth.

17.2. The LTP policies seek to ensure that alternatives to the use of the private car are available. These alternatives include walking, cycling and public transport (bus, rail and taxi). They are operated in conjunction with land use policies to seek to ensure that development takes place in locations where these alternatives can be best provided.

17.3. Taxis provide a useful role in transporting people, particularly at times when bus services are not well provided. They offer a flexible, accessible door to door service.

18. Duplication

18.1. The Authority will avoid duplication with other regulatory regimes insofar as attaching conditions to premises licences and club premises certificates.

18.2. Conditions will only be attached where they are necessary for the promotion of licensing objectives. Matters already provided for in other legislation will not be considered necessary in the context of licensing law.

19. Conditions

19.1. Conditions will only be attached to premises licences and club premises certificates:

- that are appropriate and proportionate for the promotion of one or more of the licensing objectives,
- that are tailored to the individual style and characteristics of the premises and events concerned,
- that can be put into effect and enforced within the relevant operating schedule,
- after a hearing where a relevant representation has been upheld, or
- after a review hearing where the grounds for the review have been upheld.

19.2. A number of conditions are mandatory and are required to be applied to most licences and certificates. These relate to such things as the requirement for a designated premises supervisor where alcohol is to be sold, age restrictions on the sale of alcohol or the exhibition of a film, a requirement for door supervisors, as well as the required measures of alcohol and free drinking water to be available.

19.3. To aid administration the Licensing Authority maintains a list of standard conditions, namely a Pool of Model Conditions, which is supplementary to this policy. These conditions identify appropriate and proportionate conditions to cover particular circumstances. These conditions are not intended to be an exhaustive list and other conditions will be considered as may be appropriate.

19.4. Applicants will be encouraged to review these conditions, and where necessary, offer them as part of the premises operating schedule.

20. Personal Licences

20.1. The Licensing Authority recognises the important role that personal licence holders play in the promotion of the licensing objectives at premises selling alcohol. Every sale of alcohol made under a premises licence is required to be made or authorised by a personal licence holder.

20.2. Because of this important role, the Licensing Authority considers it to be good practice for a personal licence holder, and in particular the designated premises supervisor, to have significant operational involvement in the sale of alcohol rather than to undertake a remote or periodic authorisation of other staff. Essentially this would mean authorisation on a least a daily basis and to be available throughout the day to deal with any circumstances that require their expertise and authority.

20.3. When applying for a personal licence, applicants are required to produce a Basic Disclosure from Disclosure Scotland that is no older than one month. All applicants are expected to make a clear statement as to whether they have been convicted of a relevant offence or an equivalent offence outside England and Wales. Personal licence holders are required to have prescribed training and not have any relevant convictions which would call into doubt their suitability.

20.4. In accordance with the Secretary of State's advice, the Licensing Authority will normally refuse applications where the police have issued an objection notice, unless in the opinion of the Licensing Authority there are exceptional and compelling reasons which can justify granting the application.

21. Temporary Event Notices

- 21.1. The Act allows licensable activities to be carried out in specified circumstances on a temporary basis. A Temporary Event Notice (TEN) must be served on the Licensing Authority, with a copy sent to the Chief Officer of Police and the Environmental Health Department, 10 clear working days before the event (not including the day the notice is received by the Authority and not including the day of the event).
- 21.2. The Chief Officer of Police and/or the Environmental Health Department may submit an objection notice to the TEN if satisfied that any of the licensing objectives would be undermined.
- 21.3. Whilst the Licensing Authority recognises the minimum notice period given for the submission of TEN, it would encourage those wishing to submit them to do so at least 28 days prior to their event taking place. This will allow time for the Premises User (the person submitting the TEN) to act appropriately, should an objection from the Police or Environmental Health lead to a refusal of the TEN by the Authority.
- 21.4. If an objection notice has been received from the Police and/or Environmental Protection Department, the Licensing Authority can impose conditions (from the existing conditions on the premises licence or club premises certificate) to the TEN, but only if it is considered appropriate to the promotion of the licensing objectives to impose one or more of the conditions.
- 21.5. A Late Temporary Event Notice (late TEN) can be given up to 5 clear working days but no earlier than 9 clear working days before the event is due to take place. The number of late TENs that can be given in a calendar year is limited.
- 21.6. Late TENs may be objected to by the Chief Officer of Police and/or the Environmental Health Department if they are satisfied that the event will undermine any of the licensing objectives. There is no opportunity for a hearing if a representation is received and the licensable activities at the event will not be able to go ahead.

22. Enforcement

- 22.1. The Licensing Authority will carry out its responsibilities for enforcement so as to promote each of the four licensing objectives referred to in the Act. Full premises inspections will not be undertaken routinely; however, inspections and advice campaigns will be conducted when judged necessary which will allow resources to be effectively targeted towards problem premises. Enforcement activities will be targeted in terms of individual risk so as best to promote the licensing objectives.
- 22.2. Enforcement activities will be targeted in terms of risk and so as best to promote the licensing objectives. In addition, account will be taken of the Regulators' Code and the general enforcement policy of the Licensing Authority, which aims to ensure that enforcement is transparent, fair, reasonable, and proportionate.
- 22.3. Enforcement action will be considered in accordance with the Authority's Environmental Health and Licensing Enforcement Policy and its principles of consistency, transparency, and proportionality.
- 22.4. The Licensing Authority will also develop and review enforcement protocols with Leicestershire Constabulary and other relevant partnership agencies to ensure efficient deployment of Licensing Authority enforcement officers to avoid duplication and reduce any unnecessary regulatory burden on businesses.
- 22.5. Enforcement activities will include operations designed to:

- Protect public safety.
- Prevent nuisance.
- Prevent crime and disorder.
- Protect children from harm.
- Identify unlicensed activities.
- Respond to complaints and representations from relevant individuals and responsible authorities.
- Prevent the sale of alcohol to minors.
- Prevent the sale of alcohol to people who are drunk.
- Identify the keeping of smuggled goods.
- Prevent drug misuse.

23. Delegation of Functions

23.1. The Licensing Authority acts in accordance with the provisions of the Act in relation to the functions automatically transferred to Licensing Committees and refers to the Guidance issued under Section 182 of the Act when determining officers delegated powers.

23.2. The full range of delegated powers can be viewed within Blaby District Council's Constitution Part 3 section 1 page 20 number 110 and Section 6, sub-section 11.

23.3. The Authority is committed to ensuring that it does not place extra burden on applicants, wherever possible, whilst providing an effective licensing function for all licence holders and the community it aims to protect.

23.4. The following will be determined by either the Licensing Committee or one of its sub-committees where a relevant representation has been made:

- a) Application for a personal licence where there are relevant unspent convictions.
- b) The review of a premises licence or club premises certificate.
- c) Decision to object when the local authority is the consultee and not the relevant authority considering the application.
- d) Determination of a police objection to a temporary event notice.
- e) Determination of an environmental health objection to a temporary event notice.
- f) Application for a personal licence.
- g) Application for a premises licence or club premises certificate.
- h) Application for a provisional statement.
- i) Application for variation to a premises licence or club premises certificate.
- j) Application to vary a designated premises supervisor.
- k) Application for transfer of a premises licence.
- l) Application for interim authority.

23.5. The Licensing Authority will ensure that all members appointed to serve as members on the Licensing Committee have undergone appropriate training before they act in that capacity.

24. Right to Appeal

24.1. Applicants and those making representations in respect of applications and reviews to the Licensing Authority have the right of appeal to the Magistrates' Court against the Licensing Authority's decisions. Further information on how to appeal can be obtained by contacting Leicester Magistrates Court, The Court House, 15 Pocklington Walk, Leicester, LE1 6BT.

25. Fees

- 25.1. Fees are set within the Licensing Act 2003 and will be referred to when applicable.
- 25.2. The Act requires a Licensing Authority to suspend a premises licence or club premises certificate if the annual fee is not paid when it is due. However, this does not apply immediately if the payment was not made before or at the time of the due date because of an administrative error, or because the holder disputed liability for the fee before or at the time of the due date. In either of these cases, there is a grace period of 21 days. This period is intended to allow the Licensing Authority and the licence or certificate holder an opportunity to resolve the dispute or error. If the dispute or error is not resolved during this 21-day period, the licence will be suspended.

26. Period of Validity and Review

- 26.1. This Statement of Licensing Policy will come into force on 1st September 2023 and be valid for five years.
- 26.2. The policy will be kept under review during the period of validity and if necessary, amendments will be made.
- 26.3. Prior to a new policy being adopted or amendments made to the existing policy the Licensing Authority will undertake consultation in accordance with section 5(3) of the Licensing Act 2003.

27. Contact Details

- 27.1. Should you wish to contact the Licensing department, please contact:

By post:

Licensing
Blaby District Council
Council Offices
Desford Road
Narborough
Leicester
LE19 2EP

By telephone:

0116 272 7782

By email:

Licensing@blaby.gov.uk

LICENSING ACT 2003

POOL OF MODEL CONDITIONS

The conditions shall not be regarded as “standard conditions” which are to be automatically imposed on premises licences and certificates in all cases. The following are designed to provide a range of **possible** conditions which **may** need to be attached to premises licences or club premises certificates, depending upon differing situations.

All conditions attached to a premises licence and club premises certificate must be appropriate and proportionate to the application received.

The wording of the conditions may need to be modified to suit a particular premise and/or situation.

This is not an exhaustive or exclusive list of conditions.

Additional conditions may be drafted and attached to such licences and certificates to meet individual circumstances, both by the applicant in question, any responsible authority, or the Licensing Authority as deemed appropriate.

The majority of conditions refer to the ‘premises licence holder’ however, in some circumstances, it may be more appropriate for the designated premises supervisor to be responsible for complying with the condition. In these circumstances, the conditions can be amended to read ‘the designated premises supervisor or a competent person nominated by the designated premises supervisor’.

Please note that with the introduction of the Live Music Act 2012, no conditions relating to live music can be added to new or variation premises licence or club premises certificate. Live music conditions can only be added on a review application that relate to issues with live music.

Mandatory Conditions

Mandatory Conditions where Licence Authorises Supply of Alcohol

1. No supply of alcohol may be made under the premises licence:
 - (a) at a time when there is no designated premises supervisor in respect of the premises licence, or
 - (b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.
2. Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.

Mandatory Condition where Licence Authorises the Exhibition of Films

3. The admission of children to the exhibition of any film is to be restricted in accordance with these conditions and Section 20 of the Licensing Act 2003.
4. Where the film classification body is specified in the licence, unless subsection 5(b) applies, admission of children must be restricted in accordance with any recommendation made by that body.
5. Where-
 - (a) the film classification body is not specified in the licence, or
 - (b) the relevant licensing authority has notified the holder of the licence that this subsection applies to the film in question, admission of children must be restricted in accordance with any recommendation made by that licensing authority.

6. In this section:

"children" means persons aged under 18; and
 "film classification body" means the person or persons designated as the authority under section 4 of the Video Recordings Act 1984 (c.39) (authority to determine suitability of video works for classification).

Mandatory Condition: Door Supervision

7. Where a premises licence includes a condition that at specified times one or more individuals must be at the premises to carry out a security activity, the licence must include a condition that each such individual must be licensed by the Security Industry Authority.
8. But nothing in section 7 requires such a condition to be imposed:
 - (a) in respect of premises within paragraph 8(3)(a) of Schedule 2 to the Private Security Industry Act 2001 (c.12) (premises with premises licences authorising plays or films), or
 - (b) in respect of premises in relation to-
 - (i) any occasion mentioned in paragraph 8(3)(b) or (c) of that Schedule (premises being used exclusively by club with club premises certificate, under a temporary event notice authorising plays or films or under a gaming licence), or
 - (ii) any occasion within paragraph 8(3)(d) of that Schedule (occasions prescribed by regulations under that Act).
9. For the purposes of this section-
 - (a) "security activity" means an activity to which paragraph 2(1)(a) of that Schedule applies, and

- (b) paragraph 8(5) of that Schedule (interpretation of references to an occasion) applies as it applies in relation to paragraph 8 of that Schedule.

Mandatory Condition for Licences with Consumption on and off the Premises

- 10. (a) The premises licence holder or club premises certificate holder shall ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol.
- (b) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and a holographic mark.

Mandatory Conditions for Licences with Consumption on the Premises

- 11. The responsible person shall take all reasonable steps to ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
- 12. In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises in a manner which carries a significant risk of leading or contributing to crime and disorder, prejudice to public safety, public nuisance, or harm to children—
 - games or other activities which require or encourage, or are designed to
 - (a) require or encourage, individuals to:
 - (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - (ii) drink as much alcohol as possible (whether within a time limit or otherwise);
 - (b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic (other than any promotion or discount available to an individual in respect of alcohol for consumption at a table meal, as defined in section 159 of the Act);
 - (c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less;
 - (d) provision of free or discounted alcohol in relation to the viewing on the premises of a sporting event, where that provision is dependent on—
 - (i) the outcome of a race, competition or other event or process, or
 - (ii) the likelihood of anything occurring or not occurring;

- (e) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner.
13. The responsible person shall ensure that no alcohol is dispensed directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of a disability).
 14. The responsible person shall ensure that free tap water is provided on request to customers where it is reasonably available.
 15. The responsible person shall ensure that:
 - (a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures –
 - (i) beer or cider: ½ pint;
 - (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
 - (iii) still wine in a glass: 125 ml; and
 - (b) customers are made aware of the availability of these measures.

Crime and Disorder

Sale of Alcohol

16. No sale of alcohol shall be made unless the designated premises supervisor or a personal licence holder is present on the premises.
17. The premises licence holder shall join the Retail Radio scheme or any similar scheme operating in the area and ensure that:
 - (a) The communication equipment is kept in working order at all times. If the communication equipment breaks then the Police shall be notified and the equipment shall be repaired within a reasonable time period;
 - (b) The communication equipment shall be activated, made available to and monitored by the designated premises supervisor or a responsible member of staff at all times that the premises are open to the public;
 - (c) Any police instructions/directions are complied with whenever given; and
 - (d) All instances of crime and disorder are reported via the communication equipment by the designated premises supervisor or a responsible member of staff to an agreed police contact point.
18. The Designated Premise Supervisor shall hold the certificate in National Course of Designated Premise Supervisor.

Door Supervisors

19. The premises licence holder shall employ a minimum of SIA licensed door supervisors for every [100] customers or part thereof to deal with any likely contingency from [*start time*].
20. A minimum of [x] SIA licensed door supervisor shall be on duty at the premises [*at all times whilst it is open to the public/after xx.xx/until the last admission time for the public*].
21. At least [x] SIA licensed door supervisors shall be on duty at the entrance of the premises at [*all times whilst it is open to the public/until the last admission time for the public*].
22. If door supervisors are required to undertake body searches then at least one female supervisor shall be available to undertake the body searches of female customers.
23. Where door supervisors are required the premises licence holder shall keep records showing the names of the supervisor, their SIA badge number and expiry date, and the date/time that they were employed.

Entry to premises

24. No public access to the premises shall occur through the [*specify doors*]. This condition shall not restrict the use of the doors in the event of an emergency.
25. There shall be no entry or re-entry, other than staff members, to the premises after xx.xx.
26. Patrons may be allowed re-entry where they have left the premises for a cigarette.

Bottle Bans

27. No glass bottles containing beverages of any kind, whether open or sealed, shall be given to customers on the premises whether at the bar or by staff serving away from the bar.
28. No customers carrying open or sealed bottles shall be admitted to the premises at any time that the premises are open to the public.
29. The premises licence holder shall ensure that no customers shall take glasses or open bottles from the premises other than into the outside area shown and edged [*red*] on the plan forming part of the premises licence.

Plastic containers and toughened glass

30. The premises licence holder shall ensure that only plastic or toughened glass containers will be used for the supply of beverages.

Restrictions on drinking areas

31. The premises licence holder shall ensure that no alcoholic drinks are consumed in the area marked (*in red*) on the plan (*numbered...../attached to the premises licence*).

Crime prevention notices

32. The premises licence holder shall ensure that suitable notices are displayed warning customers of the prevalence of crime which may target them, for example, pick pockets or bag snatchers, the need to guard their property and warning against leaving property unattended.

Signage

33. The premises licence holder shall ensure that a sign, indicating the hours during which licensable activities are permitted to take place, is displayed in, on or immediately outside the premises in a position where the notice can be conveniently read by members of the public.
34. The premises licence holder shall ensure that a sign, detailing any restrictions on the admission of children, is displayed on or immediately outside the premises in a position where the notice can be conveniently read by members of the public.

Drugs

35. The designated premises supervisor shall complete a recognised 'drug awareness' training course [*within x weeks/ by x date*].
36. Staff shall be provided with 'drug awareness training', and be briefed on the drugs policy applicable to the premises.

CCTV

37. CCTV shall be installed to specifications and in locations agreed with the Leicestershire Constabulary Crime Reduction Officer and maintained in accordance with the Information Commissioner's CCTV Code of Practice. The CCTV shall record during all times that the premises are open for any licensable activity. All images are to be held for a minimum of 28 days. All recordings are to be held in a secure holding facility. If a tape system is used, tapes are to be replaced every 6 months with new ones. This is to be recorded in an incident book for the premises. All images held are to be available immediately on request by any of the Responsible Authorities.
38. A staff member from the premises, who is conversant with the operation of the CCTV system, shall be on the premises at all times when the premises are open to the public. This staff member must be able to show the Police or

Licensing Officer recent data or footage with the absolute minimum of delay when requested to do so.

39. An incident log shall be kept on the premises, and made available on request to the Police or Licensing Officer, which will record the following:
- (a) All crimes reported to the premises;
 - (b) All ejections of patrons;
 - (c) Any complaints received;
 - (d) Any incidents of disorder;
 - (e) All seizures of drugs or offensive weapons;
 - (f) Any faults in the CCTV system;
 - (g) Any refusal of the sale of alcohol;
 - (h) Any visit by a responsible authority or emergency service.

Public Safety

Disabled People

40. The premises licence holder shall ensure that, when disabled people are present, adequate arrangements exist to enable their safe evacuation in the event of an emergency and that disabled people on the premises are made aware of those arrangements.

First Aid

41. The premises licence holder shall ensure that an adequate and appropriate supply of first aid equipment and materials is available on the premises and at least one suitably trained first aider shall be on duty when the public are present and if more than one suitably trained first aider that their respective duties are clearly defined.

Lighting

42. The premises licence holder shall ensure that, in the absence of adequate daylight, the lighting in any area accessible to the public, members or guests shall be fully operational when the public, members or guests are present.

Indoor Sports Entertainments

43. At least 28 days notice of any event involving boxing or wrestling entertainment events shall be provided to the Licensing Authority and Environmental Health.
44. The premises licence holder shall ensure that:
- (a) An appropriately qualified medical practitioner is present throughout the sports entertainment involving boxing, wrestling, judo, karate or other sports entertainment of a similar nature;

- (b) Where a ring is involved it is constructed and supported by a competent person and inspected by a competent authority and any material used to form the skirt around the ring is flame retardant;
- (c) At any wrestling or other entertainment of a similar, nature members of the public do not occupy any seat within 2.5 metres of the ring;
- (d) At water sports entertainment, staff are adequately trained in rescue and life safety procedure and stationed and remain within the vicinity of the water at all material times.

or

The premises licence holder shall ensure that any requirements made by the Licensing Authority and Environmental Health during the preparation for and the provision of boxing and wrestling entertainment are complied with.

Special Effects

45. Any special effects or mechanical installation should be arranged and stored so as to minimise any risk to the safety of the audience, performers and staff. The following special effects will only be used on 10 days prior notice being given to the Licensing Authority and Environmental Health where consent has not been previously been given:

- dry ice machines and cryogenic fog
- smoke machines and fog generators
- pyrotechnics including fireworks
- real flame
- fire arms
- motor vehicles
- strobe lighting
- lasers
- explosives and highly flammable substances

These special effects must only be used on the provision of a suitable and sufficient risk assessment and prior notification to the Licensing Authority and Environmental Health.

Drinks

46. No drinks shall be sold to or be consumed by a closely seated audience except in plastic and paper containers.

Balcony Fronts

47. The premises licence holder shall make all reasonable endeavours to ensure clothing or other objects shall not be placed over balcony rails or upon balcony fronts. Signs shall be displayed informing customers that clothing or other objects shall not be placed over balcony rails.

Ceilings

48. All ceilings in those parts of the premises to which the audience are admitted shall be inspected by a suitably qualified person at least once in every five years and a certificate concerning the conditions of the ceilings shall be forwarded to the Licensing Authority.

Pre-Inspection for new premises

49. The Health and Safety Department shall be notified 28 days prior to trading in order to make a visit to the premises so that an assessment of the adequacy of the control measures in relation to public safety can be made.

Prevention of Public Nuisance

Where appropriate, the following conditions will relate to a single source e.g. a village pub rather than multiple sources e.g. the whole of the High Street in a town.

Noise

50. The internal LAeq 15 min and the Leq 15 min for the 63Hz frequency centred octave band shall not be increased within nearby residential properties (measured with windows at the dwellings either open or closed) as a result of noise emissions from regulated entertainment at the licensed premises.
51. The premises licence holder shall ensure that the settings of the noise limiting device will not be altered unless approval is first confirmed in writing by the Local Authority's Authorised Officer.
52. Noise generated by amplified music, during the provision of regulated entertainment, shall be controlled by a noise limiting device set at a level determined by the Local Authority's Authorised Officer, such level being confirmed in writing to the premises licence holder.

or

A noise limiting device shall be installed, fitted and maintained in such a manner so as to control all sources of amplified music at the premises during the provision of regulated entertainment. The noise limiting device shall be set at a limit determined by the Local Authority's Authorised Officer, such level being confirmed in writing to the premises licence holder.

53. All [*external doors / windows*] must be kept closed, other than for access and egress, in all rooms when [*regulated entertainment is/events involving amplified music or speech are*] taking place. Acoustically-treated ventilation or air conditioning may be required in warm weather.

and

The premises licence holder shall undertake a risk assessment before regulated entertainment is provided during warm weather to ascertain if acoustically-treated ventilation or air conditioning is required. If it is so required, the premises licence holder shall take steps to ensure that it is provided.

54. The lobby doors at the premises shall be kept closed except for access and egress during the provision of regulated entertainment. Door staff, where employed, shall ensure that the doors are maintained closed as far as possible when regulated entertainment is taking place.
55. Prominent, clear notices shall be displayed at [*all exits / in the beer garden*] requesting customers to respect the needs of local residents and leave the premises and the area quietly.
56. The premises licence holder shall monitor the activity of persons leaving the premises [*after xx:xx/are closed to the public*] and remind them of their public responsibilities where necessary.

Lighting

57. Internal and external lighting provided for the purpose of customer and staff safety and for the security of the premises shall be positioned so as not to cause nuisance to neighbouring or adjoining properties.
58. Lighting associated with regulated entertainment shall be positioned so as not to cause nuisance to neighbouring or adjoining properties.
59. Lighting provided externally to promote advertising of the premises or activities associated with the premises shall be of an intensity such as not to cause nuisance to neighbouring or adjoining properties.

Noxious smells

60. Suitable ventilation and extraction systems shall be provided to eliminate noxious odours. Such systems shall be maintained on a regular basis.

Litter and waste

61. Disposal of waste bottles into external receptacles where the noise will be audible to neighbouring properties must not occur between 11pm and 8am.

Conditions Relating to Potentially Large or Multiple Sites

62. Noise propagation tests shall be undertaken and completed to the satisfaction of the Local Authority's Authorised Officer for all outdoor events where amplified music is employed. The sound systems shall be configured and operated in a similar manner as intended for the event. The sound sources used for the test shall be similar in character to the music likely to be produced

during the event. Appropriate control limits at the sound mixer position and adjustments to sound amplification equipment as a result of the testing shall be agreed to the satisfaction of the Local Authority's Authorised Officer.

63. The premises licence holder shall not permit noise emanating from the licensed site to unreasonably disturb the persons in the neighbourhood and in any event, shall undertake an agreed noise monitoring scheme to ensure that the music noise levels shall not exceed the higher of 55dBLAeq, 15 min free-field or an Leq 15 min free-field equal to the background (LA90) plus 15dB(A) should not be exceeded at agreed residential properties. These levels may however be amended in the situation of significant climatic effects, in agreement with the Local Authority's Authorised Officer.
64. The premises licence holder shall undertake an agreed noise monitoring scheme to ensure that between 11 p.m. and 7 a.m. noise from the event site, which [includes the car parks and campsites] shall not exceed an 8 hour LAeq of 45 dB at 1 metre from the façade of noise sensitive residential properties. The premises licence holder shall comply with any noise control requirements made during the event by the Local Authority's Authorised Officer.

Additional Site Specific Conditions

65. No member of the public shall be allowed to come within three metres of an operational loudspeaker providing regulated entertainment.
66. The [*doors / windows*] at [*specify*] shall be fitted with [*double /secondary*] glazing in order to improve the sound attenuation of the premises.
67. A [*sound trap lobby / acoustic door / automatic door closer*] shall be installed to [*describe the location*].
68. [*Openings / specify*] in the external fabric of the premises must be acoustically sealed to the satisfaction of the Local Authority's Authorised Officer.
69. An alarm shall be fitted to [*all external windows / fire doors*] which alerts staff when [*they are / it is*] opened without authorisation.
70. The specification, location and orientation of all permanently fixed speakers shall be agreed with the Licensing Authority's Authorised Officer.
71. The [*garden/patio*] must not be used by customers, except to have a cigarette, between the hours of xx.xx and yy.yy.

or

The [*garden/patio*] must not be used by no more than [x] customers between the hours of xx.xx and yy.yy.

72. The premises licence holder shall instruct staff to not cause unnecessary noise to nearby residents when leaving the premises.
73. The premises licence holder shall nominate a representative to receive and respond to complaints throughout the duration of any regulated entertainment. If necessary, a telephone number shall be provided for nearby residents to contact in respect of complaints about noise.
74. Regulated entertainment shall only commence on the basis that the work to [*specify area*] is completed and a sound insulation test is carried out by an appropriately qualified consultant and confirmation of the satisfactory results agreed in writing by the Licensing Authority's Authorised Officer.
75. Regulated entertainment consisting of live bands shall be limited to x occasions in any [*week/month/year*] and shall be provided by no more than x performers.
76. The pavement from the building line to the kerb edge immediately outside the premises, including gutter/channel at its junction with the kerb edge, shall be swept and/or washed, and litter and sweepings collected and stored in accordance with the approved refuse storage arrangements.
77. A public refuse bin shall be installed outside the premises subject to any necessary planning permission or listed building permission.
78. The shop front and pavement areas shall be cleaned at the close of business each day.
79. Persons permitted to leave temporarily leave and then re-enter the premises shall not be permitted to take drinks or glass containers with them.
80. The premises licence holder shall ensure that any queue to enter the premises which forms outside the premises is orderly and supervised by door staff so as to ensure that there is no public nuisance or obstruction to the public highway.

Protection of Children from Harm

81. No child under the age of xx, unaccompanied by an adult, shall be allowed in a premise after xx.xx to which the public have access after that time.
82. The premises licence holder must ensure that immediately before each exhibition at the premises of a film passed by the British Board of Film Classification, there shall be exhibited on screen. for at least 5 seconds in such a manner as to be easily read by all persons in the auditorium, a reproduction of the certificate of the Board or, as regards a trailer advertising a film, of the statement approved by the Board indicating the classification of the film.

83. In cases of an event involving a significant number of unaccompanied children, the premises licence holder shall have a child protection policy in place to carry out suitable checks on staff before they take up employment.
84. A Challenge [*21/25/ or any other suitable age*] policy shall be operated at the premises at all times. All staff shall require identification of all customers who appear to be less than [*21/25/ or any other suitable age*] years old and wish to purchase alcohol. Acceptable proof of age will be a PASS approved proof of age card, UK passport or a UK photographic driving licence. No other form of identification shall be accepted unless agreed with the Licensing Authority or Leicestershire Constabulary.
85. Challenge [*21/25/ or any other suitable age*] materials shall be displayed at the premises, including at the point of sale of alcohol, to inform customers of the operation of the scheme.
86. Training will be provided for all staff before they are allowed to sell alcohol and will include Challenge [*21/25/ or any other suitable age*], proof of age, management conflict and refusals records. The training will be documented. The Premises Licence Holder or Designated Premises Supervisor will check that the training has been understood. The training will be repeated at least every 6 months. Records of training will be provided to Responsible Authorities and the Licensing Authority on request.
87. The Premises Licence Holder shall operate and maintain an up-to-date record of refused sales of alcohol, indicating the date, time, reason for refusal and person refusing. The record shall be reviewed at least once a month by the Designated Premises Supervisor or premises licence holder. The person carrying out the review shall look for patterns and inconsistencies that may indicate that an individual is not complying with the system or that additional support is required at certain times of the day. The reviewer shall sign and date the record once checked and record any action taken as a result of the review. This information shall be made available upon request to the Licensing Authority and any other Responsible Authorities.

or

If a premises has an Electronic Point of Sale system with a programme which will determine age-restricted products then upon scanning an age-restricted product, the sales assistant shall evidence the individual's age by means of asking for identification. The system shall record all challenges made, which will be checked and monitored by the Designated Premise Supervisor monthly. The record shall be reviewed at least once a month by the Designated Premises Supervisor or premises licence holder. The person carrying out the review shall look for patterns and inconsistencies that may indicate that an individual is not complying with the system or that additional support is required at certain times of the day. The reviewer shall sign and date the record once checked and record any action taken as a result of the

review. This information will be made available upon request to the Licensing Authority and any other Responsible Authority.

88. Signs shall be displayed inside and outside of the premises warning adults that it is an offence to buy alcohol on behalf of anyone under the age of 18.
89. No alcohol shall be sold unless the container bears a label identifying the store from which it was sold.

Dated: October 2012
Revision Date: October 2014