

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

**PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST**

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

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

**Part 1 – Premises details**

Postal address of premises or, if none, ordnance survey map reference or description  Premier Inn (proposed), Land at 20 Hosier Street	
Post town Reading	Post code RG1 7JL

Telephone number of premises (if any)

n/a

Non-domestic rateable value of premises

Band A

**Part 2 – Applicant Details**

Please state whether you are applying for a premises licence as

- |   |                                     |                             |
|---|-------------------------------------|-----------------------------|
| a) An individual or individuals*  | <input type="checkbox"/>            | please complete section (A) |
| b) a person other than an individual*   |                                     |                             |
| i. as a limited company   | <input checked="" type="checkbox"/> | please complete section (B) |
| ii. as a partnership  | <input type="checkbox"/>            | please complete section (B) |
| iii. as an unincorporated association or  | <input type="checkbox"/>            | please complete section (B) |
| iv. other (for example a statutory corporation)   | <input type="checkbox"/>            | please complete section (B) |
| c) a recognised club  | <input type="checkbox"/>            | please complete section (B) |
| d) a charity  | <input type="checkbox"/>            | please complete section (B) |
| e) the proprietor of an educational establishment   | <input type="checkbox"/>            | please complete section (B) |
| f) a health service body  | <input type="checkbox"/>            | please complete section (B) |
| g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital | <input type="checkbox"/>            | please complete section (B) |
| h) the chief officer of police of a police force in England and Wales   | <input type="checkbox"/>            | please complete section (B) |

• If you are applying as a person described in (a) or (b) please confirm:

Please tick x yes

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

**(A) INDIVIDUAL APPLICANTS (fill in as applicable)**

Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other title (For example, Rev) ☐

Surname

First names

Date of Birth:

I am 18 years old or over

Please tick

☐

Nationality:

Current postal address if different from premises address

Post Town

Postcode

Daytime contact telephone number

Email address (optional)

**Second Individual Applicant (if applicable)**

Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other title (For example, Rev) ☐

Surname

First names

Date of Birth:

I am 18 years old or over

Please tick

☐

Nationality:

Current postal address if different from premises address

Post Town

Postcode

Daytime contact telephone number

Email address (optional)

## (B) OTHER APPLICANTS

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

Name Whitbread Group plc
Address Whitbread Court, Porz Avenue, Dunstable, Bedfordshire, LU5 5XE
Registered number (where applicable) 00029423
Description of applicant (for example, partnership, company, unincorporated association etc.) Public Limited Company
Telephone number (if any)
E-mail address (optional)

### Part 3 - Operating Schedule

When do you want the premises licence to start?

**On completion of the works - to be advised in due course**

Day    Month    Year

--	--	--	--	--	--	--	--

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

Day    Month    Year

--	--	--	--	--	--	--	--

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

N/A

**Please give a general description of the premises (please read guidance note 1)**

This is a redevelopment site for which no rateable value has been fixed attributable to the proposed development of a Premier Inn with associated food and beverage provision at this site. Construction works have yet to commence.

It is intended that the proposed premises will operate as a standalone Hotel with related accommodation operating under the Premier Inn brand.

The proposed Hotel will have at ground floor level a secure entrance lobby, Hotel reception and a separate food and beverage area (usual in developments of this type). The Hotel bedrooms (which will be unlicensed) will comprise in all some 101 rooms and will be located on the upper floors.

The details of the development are shown on the drawings identified below, deposited with this application.

It is proposed that the permitted hours for licensable activities for these premises should be:

- 10:00 – 00:00 Monday to Sunday for non-residents

However, it is requested that the premises will remain open 24 hours a day to hotel residents with the provision of sale of alcohol to residents 24 hours a day.

This application seeks to licence the premises specifically to authorise under the Licensing Act 2003 the following activities:

1. Exhibition of a film, principally non-live television or educational videos.
2. The sale of alcohol by retail.
3. The provision of late night refreshment after 23.00.

The appropriate drawings deposited with this application are:

- drawing number 18370/0301 Revision P01 – Indicative site location plan
- drawing number 1821/SK02D - Indicative first floor general arrangement plan
- drawing number 1821/SK03C - Indicative second floor general arrangement plan
- drawing number 1821/SK04C - Indicative third floor general arrangement plan
- drawing number 1821/SK05C - Indicative fourth floor general arrangement plan
- drawing number 1821/SK06C - Indicative fifth floor general arrangement plan
- drawing number 1821/SK07C - Indicative sixth floor general arrangement plan
- drawing number 1821/SK08C - Indicative seventh floor general arrangement plan
- drawing number 1821/10A - detailed ground floor licensing drawing to a scale of 1:100 and showing Indicative fire safety equipment

Please note that the Internal public ground floor area edged in red on the licensing drawing 1821/10A is intended to be used (as required) for all licensable activities.

Please further note that the appropriate fire safety precautions will be incorporated within the development in consultation with the Fire Safety Officer and under the Building Regulation approval process.

Whilst the site of the proposed development is within the Cumulative Impact Area it is not anticipated that the proposed development will adversely affect crime and disorder or public nuisance or any of the licensing objections.

It is proposed that the redevelopment of the site and particularly the development of a Premier Inn at this location will improve the area by providing jobs for the local community and a new Hotel facility at this location with associated food and beverage provision.

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

(Please see sections 1 and 14 of the Licensing Act 2003 and Schedule 1 and 2 to the Licensing Act 2003)

Please tick ☒ yes

**Provision of regulated entertainment**

- |   |                                     |
|---|-------------------------------------|
| a) Plays (If ticking yes, fill in box A)  | <input type="checkbox"/>            |
| b) Films (If ticking yes, fill in box B)  | <input checked="" type="checkbox"/> |
| c) Indoor sporting events (If ticking yes, fill in box C)   | <input type="checkbox"/>            |
| d) boxing or wrestling entertainment (If ticking yes, fill in box D)  | <input type="checkbox"/>            |
| e) live music (If ticking yes, fill in box E)   | <input type="checkbox"/>            |
| f) recorded music (If ticking yes, fill in box F)   | <input type="checkbox"/>            |
| g) performances of dance (If ticking yes, fill in box G)  | <input type="checkbox"/>            |
| h) anything of a similar description to that falling within (e), (f) or (g) (If ticking yes, fill in box H) | <input type="checkbox"/>            |

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

☒

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

☒

**In all cases complete boxes K, L and M**

# A

Plays Standard days and timings (please read guidance note 6)			Will the performance of a play take place indoors or outdoors or both – please tick {Y} (please read guidance note 2).	Indoors	
				Outdoors	
				Both	
Day	Start	Finish	Please give further details here (please read guidance note 3)		
Mon					
Tue					
Wed			State any seasonal variations for performing plays (please read guidance note 4)		
Thur					
Fri					
Sat			Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list (please read guidance note 5)		
Sun					

# B

Films Standard days and timings (please read guidance note 7)			Will the exhibition of films take place indoors or outdoors or both – please tick {Y} (please read guidance note 3).	Indoors	π
				Outdoors	
				Both	
Day	Start	Finish	Please give further details here (please read guidance note 4)		
Mon	10:00	00:00			
Tue	10:00	00:00			
Wed	10:00	00:00	State any seasonal variations for the exhibition of films (please read guidance note 5)		
Thur	10:00	00:00			
Fri	10:00	00:00			
Sat	10:00	00:00	Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sun	10:00	00:00			
			When hours for sale of alcohol are extended hereunder these hours are also extended (see box J below)		

**C**

Indoor sporting events Standard days and timings (please read guidance note 6)			Please give further details (please read guidance note 3)
Day	Start	Finish	
Mon			
Tue			State any seasonal variations for indoor sporting events (please read guidance note 4)
Wed			
Thur			
Fri			Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list (please read guidance note 5)
Sat			
Sun			

**D**

Boxing or wrestling entertainment Standard days and timings (please read guidance note 6)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick {Y} (please read guidance note 2).	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please read guidance note 3)	Both	
Tue					
Wed					
Thur			State any seasonal variations for boxing or wrestling entertainment (please read guidance note 4)		
Fri					
Sat					
Sun			Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list (please read guidance note 5)		

# E

Live music Standard days and timings (please read guidance note 6)			Will the performance of live music take place indoors or outdoors or both – please tick {Y} (please read guidance note 2).	Indoors	
				Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read guidance note 3)		
Tue					
Wed			State any seasonal variations for the performance of live music (please read guidance note 4)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list (please read guidance note 5)		
Sat					
Sun					

# F

Recorded music Standard days and timings (please read guidance note 6)			Will the playing of recorded music take place indoors or outdoors or both – please tick {Y} (please read guidance note 2).	Indoors	
				Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read guidance note 3)		
Tue					
Wed			State any seasonal variations for playing recorded music (please read guidance note 4)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the playing of recorded music entertainment at different times to those listed in the column on the left, please list (please read guidance note 5)		
Sat					
Sun					



# G

Performances of dance Standard days and timings (please read guidance note 6)			Will the performance of dance take place indoors or outdoors or both – please tick {Y} (please read guidance note 2).	Indoors	
				Outdoors	
				Both	
Day	Start	Finish	Please give further details here (please read guidance note 3)		
Mon					
Tue					
Wed			State any seasonal variations for the performance of dance (please read guidance note 4)		
Thur					
Fri					
Sat			Non standard timings. Where you intend to use the premises for the performance of dance entertainment at different times to those listed in the column on the left, please list (please read guidance note 5)		
Sun					

# H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 6)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	Will this entertainment take place indoors or outdoors or both – please tick {Y} (please read guidance note 2).	Indoors	
				Outdoors	
				Both	
Mon			Please give further details here (please read guidance note 3)		
Tue					
Wed					
Thur			State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 4)		
Fri					
Sat					
Sun			Non standard timings. Where you intend to use the premises for the entertainment of similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list (please read guidance note 5)		

**I**

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick {Y} (please read guidance note 3).	Indoors	π
				Outdoors	
				Both	
Day	Start	Finish			
Mon	23:00	00:00	Please give further details here (please read guidance note 4)		
Tue	23:00	00:00	To allow the provision of hot food and drinks for consumption on and off the premises at the manager's discretion and in the areas identified.		
Wed	23:00	00:00	State any seasonal variations for the provision of late night refreshment (please read guidance note 5)		
Thur	23:00	00:00	N/A – save as below		
Fri	23:00	00:00	Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list (please read guidance note 6)		
Sat	23:00	00:00	When hours for sale of alcohol are extended hereunder these hours are also extended (see box J below)		
Sun	23:00	00:00			

**J**

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption (Please tick box Y) (please read guidance note 8)	On the premises	
				Off the premises	
				Both	π
Day	Start	Finish			
Mon	10:00	00:00	State any seasonal variations for the supply of alcohol (please read guidance note 5)		
Tue	10:00	00:00			
Wed	10:00	00:00	Non-standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 6)		
Thur	10:00	00:00			
Fri	10:00	00:00	To permit sale of alcohol, late night refreshment and such regulated entertainment as authorised hereunder from 10.00 to New Year's Eve - terminal hour as proposed being 00.30 on 2 <sup>nd</sup> January.		
Sat	10:00	00:00			
Sun	10:00	00:00	The premises shall remain open to permit the sale of alcohol to hotel residents 24 hours a day.		

<b>State the name and details of the individual whom you wish to specify on the licence as premises supervisor</b>	
Name: Jacqueline Allum.....	
Date of Birth 3/6/1968 .....	
Address: c/o Whitbread Group Plc, Whitbread Court, Houghton Hall Business Park Dunstable .....	
Postcode LU5 5XE .....	
Personal Licence number (if known): HARTDC05/00452/LAPER.....	
Issuing licensing authority (if known): HART D.C. ....	

**K**

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 9)

NONE save for the presence of category C gaming machines the use of which is not permitted by persons under the age of 18

**L**

Hours premises are open to the public Standard days and timings (please read guidance note 6)			State any seasonal variation (please read guidance note 4)
Day	Start	Finish	
Mon	06:00	00:30	<p>Non standard timings. Where you intend to use the premises to be open to the public at different times from those listed in the column on the left, please list (please read guidance note 5)</p> <p>The premises shall remain open 24 hours a day for hotel residents.</p> <p>For non-residents, the premises will close 30 minutes after the end of the non-standard timings identified in box J above.</p>
Tue	06:00	00:30	
Wed	06:00	00:30	
Thur	06:00	00:30	
Fri	06:00	00:30	
Sat	06:00	00:30	
Sun	06:00	00:30	

**M**

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

**a) General – all four licensing objectives (b,c,d,e) (please read guidance note 9)**

We have undertaken our own risk assessment to propose the following steps:-

The steps which we have identified in relation to the four licensing objectives are listed below

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

No further risks have been identified which need to be addressed, save as below

1. The use of door staff will be risk assessed on an ongoing basis by the licence holder of premises supervisor. Where engaged, door staff shall be licensed by the Security Industry Authority.
2. Alcoholic and other drinks may not be removed from the premises save for consumption in the hotel bedrooms and the limited external area identified on the licensing drawing.
3. Staff will receive training on matters concerning underage sales, drugs policies and operating procedures.
4. There shall be a zero tolerance policy in relation to drugs at the premises and there shall be regular checks by management to prevent the use of drugs by patrons. Drugs seized shall be stored securely and handed to the police.

5. The premises shall operate a proof of age scheme and will require photographic identification from any person who appears to be under the age of 21 years.
6. The management of the premises will liaise with police on issues of local concern or disorder.
7. CCTV will be installed with recording facilities such recordings shall be retained for a period of 31 days and made available within a reasonable time upon request by the police, such as to cover the main entrance to the premises.
8. There shall be no drinks promotions at the premises which are inconsistent with the need to promote responsible drinking.

**c) Public safety**

No further risks have been identified which need to be addressed, save as below

1. To comply with the reasonable requirements of the fire officer from time to time.
2. The premises will have adequate safety and firefighting equipment and such equipment will be maintained in good operational order.
3. Staff will be trained on matters of safety, evacuation and use of emergency equipment as required.
4. Spillages and breakages will be removed as soon as possible to reduce the risk to patrons and staff.
5. Toughened glasses will be used in the premises where appropriate.
6. Fire Exits and means of escape shall be kept clear and in good operational condition.

**d) The prevention of public nuisance**

No further risks have been identified which need to be addressed, save as below

1. Where appropriate, prominent, clear and legible notices shall be displayed at all exits requesting the public respect the needs of local residents and to leave the premises and area quietly.
2. Patrons will be encouraged by staff to leave quietly and respect the interests of the occupiers of any nearby noise sensitive premises. Where appropriate the licensee or a suitable staff member will monitor patrons leaving at the closing time.
3. Noise or vibration shall not emanate from the premises so as to cause a nuisance to nearby properties.
4. Contact numbers for local taxi firm(s) shall be kept at the premises and made available to patrons requiring a taxi.

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

1. The restrictions set out in the Licensing Act 2003 will apply. No unusual or additional risks of harm to children have been identified.
2. No films or videos of any description will be shown so that they can be viewed by persons under the age of any applicable BBFC/Local Authority certification.
3. Children under the age of 16 shall not be permitted to enter the premises after 21:00 unless dining with an adult or attending a pre booked function or resident in the hotel.
4. There shall be adequate controls in place including staff training to safeguard against the sale of alcohol to persons under 18 years.
5. The premises supervisor or appointed staff member shall ensure that when children are admitted to the premises their presence is not inconsistent with the style of operation of the premises at that time and the licensable activities that are being carried out.
5. Policies in relation to children shall be adequately communicated to patrons by staff or through appropriate signage.

Please tick ☐ Yes

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

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

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

**Part 4 – Signatures** (please read guidance note 11)

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

<b>Declaration</b>	<ul style="list-style-type: none"> <li>{Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership} I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).</li> <li>The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate (please see note 15)</li> </ul>
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Signature: John Gaunt & Partners .....

Date: 20<sup>th</sup> December 2018 .....

Capacity: Solicitors.....

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

Signature: John Gaunt & Partners .....

Date:.....

Capacity: Solicitors.....

Contact name (where not previously given) and address for correspondence associated with this application (please read guidance note 14)	
<b>John Gaunt &amp; Partners</b> <b>Omega Court</b> <b>372 Cemetery Road</b>	
Post town <b>Sheffield</b>	Post code <b>S11 8FT</b>
Telephone number (if any)	<b>0114 2668664</b>
If you would prefer us to correspond with you by e-mail, your e-mail address (optional) <b>jgaunt@john-gaunt.co.uk</b>	

#### Notes for Guidance

1. Describe the premises, for example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. In terms of specific regulated entertainments please note that:
  - Plays: no licence is required for performances between 08:00 and 23:00 on any day, provided that the audience does not exceed 500.
  - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08:00 and 23:00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
  - Indoor sporting events: no licence is required for performances between 08:00 and 23:00 on any day, provided that the audience does not exceed 1000.
  - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08:00 and 23:00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
  - Live music: no licence permission is required for:
    - a performance of unamplified live music between 08:00 and 23:00 on any day, on any premises.
    - a performance of amplified live music between 08:00 and 23:00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08:00 and 23:00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08:00 and 23:00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - a performance of amplified live music between 08:00 and 23:00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
  - Recorded Music: no licence permission is required for:
    - any playing of recorded music between 08:00 and 23:00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - any playing of recorded music between 08:00 and 23:00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - any playing of recorded music between 08:00 and 23:00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the

relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
  - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
  - any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
  - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
  - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
- 3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
- 4. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
- 5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
- 6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
- 7. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
- 8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
- 9. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
- 10. Please list here steps you will take to promote all four licensing objectives together.
- 11. The application form must be signed.
- 12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
- 13. Where there is more than one applicant, each of the applicants or their respective agent must sign the application form.
- 14. This is the address which we shall use to correspond with you about this application.

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

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

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

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

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this by providing with this application copies or scanned copies of the following documents (which do not need to be certified).

**Documents which demonstrate entitlement to work in the UK**

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK (please see note below about which sections of the passport to copy).
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A current Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A current passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.

- A current Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A full birth or adoption certificate issued in the UK which includes the name(s) of at least one of the holder's parents or adoptive parents, when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A current passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A current Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A current Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- A current Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, less than 6 months old, issued by the Home Office under regulation 17(3) or 18A (2) of the Immigration (European Economic Area) Regulations 2006, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
  - evidence of the applicant's own identity - such as a passport,
  - evidence of their relationship with the European Economic Area family member - e.g. a marriage certificate, civil partnership certificate or birth certificate, and
  - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
    - (i) working e.g. employment contract, wage slips, letter from the employer,
    - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
    - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
    - (iv) self-sufficient e.g. bank statements.

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

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

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

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

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





<b>Name of Officer</b>	Richard French						
<b>Type of Application</b>	Grant of Premises Licence - Licensing Act 2003						
<b>Name of Premises</b>	Premier Inn						
<b>Address</b>	On the site of 20 Hosier Street						
	Reading						
	RG1 7JL						
<b>Proposed Licensable Activities</b>	Exhibition of films - Monday to Sunday 1000-0000						
	Late Night Refreshment - Mon to Sun 2300 - 0000						
	Sale of alcohol - Monday to Sunday 1000-0000						
<b>Finish Times</b>	<b>Mon</b>	<b>Tue</b>	<b>Wed</b>	<b>Thu</b>	<b>Fri</b>	<b>Sat</b>	<b>Sun</b>
	0030	0030	0030	0030	0030	0030	0030
<b>Content of Application:</b>							
The application was submitted on behalf of Whitbread Group PLC on 21 <sup>st</sup> December 2018							
The application seeks the grant of a premises licence pursuant to the Licensing Act 2003 for the exhibition of films and sale of alcohol from 1000hrs to midnight; late night refreshment from 2300hrs until midnight and opening hours of 0600hrs until 0030hrs.							
The premises are within the Council's Town Centre Cumulative Impact Area.							
<b>Licensing Officer's Comments:</b>							
The Licensing Authority as a Responsible Authority under the Licensing Act 2003 object to this application as it is contrary to the Council's Cumulative Impact Policy; contrary to the Council's Licensing Policy and therefore undermines the Council's duty to actively promote the four licensing objectives. The application has not addressed the Council's policy or cumulative impact assessment in any sufficient detail and the proposed measures in the operating schedule are not robust enough nor do they address the provisions clearly stated within the Cumulative Impact Assessment.							
1. The application is contrary to the Council's Cumulative Impact Assessment specifically paragraph 12.7 which states that it is likely that granting further licences or variations to licences would be inconsistent with the Authority's duty to promote the licensing objectives. This is also consistent with paragraph 5A of the Licensing Act 2003. By adopting a Cumulative Impact Policy, the Authority has already deemed it necessary to do so because of the sheer number of premises in							

the town centre and the negative impact that creates are incompatible with it's duty to promote the four licensing objectives. Paragraphs 12.13 and 12.23 also state that it will be the general presumption and policy of the Authority that any applications for the grant or material variation of a premises licence shall be refused if relevant representations are received. We would also refer to paragraphs 12.7; 12.20 and specifically 12.27 which outlines how applications for hotels will be dealt with and the measures we would expect to see in an application for such a premises.

2. The application does not seem to take any cognisance of the Council's Licensing policy - specifically paragraphs 6.28 and 6.29 which deals with the Council's general approach to conditions for hotel applications. No cognisance seems to have been taken in respect of the entirety of Chapter 8 of the licensing policy which deals with child sexual exploitation and the concerns around children and alcohol.

3. The application is inconsistent with the Secretary of State's Guidance to the Licensing Act - current edition dated April 2018. I would specifically point to paragraphs 8.41/8.43 and 8.47. The application seems to be just a set of generic statements with no explanation as to why they may be appropriate.

4. The operating schedule does not contain sufficient measures to actively promote the four licensing objectives.

**Therefore, and due to the above reasons, the granting of this application as it currently is will undermine the promotion of the licensing objectives; add to the cumulative impact within the town centre and is therefore inconsistent with the Authority's duty to promote the licensing objectives.**

I will now take all of the above points in turn:

#### **1. Application contrary to the Council's Cumulative Impact Assessment**

1.1 Reading Borough Council, as the relevant licensing authority, has had a Cumulative Impact area in the town centre since late 2010.

1.2 Paragraph 12.7 and paragraph 5A of the Licensing Act 2003 state that a Cumulative Impact Assessment can be published if the Authority is of the opinion that granting further licences or variations in the town centre area would be inconsistent with the Authority's duty to promote the licensing objectives. **Therefore the Council, by publishing such an assessment, has already reached the conclusion that there are too many licensed premises in the town centre and granting further licences would likely undermine the promotion of licensing objectives.**

1.3 Paragraph 12.10 of the Council's Cumulative Impact Assessment clearly states that it applies to all grants and material variations for premises licences and club premises certificates and relates to the potential impact on the promotion of the licensing objectives of a significant number of premises concentrated in one area - in this case, the town centre. There are currently 181 premises in the town centre cumulative impact area. 142 of the premises have a

licence to operate past 2300hrs and 132 of those premises are licensed to sell alcohol.

1.3 Paragraph 12.13 of the Council's Cumulative Impact Assessment states that the effect of the assessment is to **create a presumption that applications for the grant or material variation of a premises licence will be refused if relevant representations are received.** This is also stated within paragraph 12.23 and reiterates that the policy refers to all licensable activities and to grants and material variations of licences.

1.4 Paragraph 12.14 of the Assessment states that whilst applications will be dealt with on a case by case issue, **the applicant should address issues of cumulative impact within their application and that failure to do this will lead to representations being made with a recommendation for refusal.** This is also consistent with the Secretary of State's Guidance at paragraph 8.43. (below)

1.5 Paragraph 12.21 of the Assessment states Applications for the grant or variation of a premises licence or club premises certificate who wish to operate up to 0000hrs must also **demonstrate how their operation is consistent with the provisions and aims laid out in this assessment and the statements within the main body of the licensing policy.** For example, an off licence would have to demonstrate how their operation is consistent with the Authority's ambition to reduce the sale of super strength alcohol and to reduce incidents of street drinking. If an application for the grant or variation of a premises licence or club premises certificate within the Town Centre Cumulative Impact Area is unable to demonstrate how it will promote the licensing objectives and is inconsistent with the aims within the Council's licensing policy, then it is likely to attract representations. The likely recommendation of that representation is for the application to be refused.

1.6 Paragraph 12.24 of the Assessment does state that applicants will have an opportunity to address the issues of Cumulative Impact but this should be done, in the first instance, within the application. **The applicant in this case has not done this.**

1.7 Paragraph 12.27 of the Cumulative Impact Assessment specifically lays out the Authority's view of applications for hotels:

*12.27 Hotels: Where applications are made for hotels to sell alcohol for the consumption of their bona fide guests only, then it is not envisaged there will be a negative impact on the promotion of the licensing objectives.*

*However, applications that wish to sell alcohol to non guests or provide late night refreshment and regulated entertainment will likely attract representations if it cannot be demonstrated that there will be no negative impact on the Authority's duty to promote the licensing objectives. Hotels operating as late night bars where members of the public, who are not bona fide guests, can attend the premises and purchase alcohol and late night refreshment will also likely attract representations.*

*Hotels will also be expected to demonstrate how they will address and prevent any issues of potential child sexual exploitation and the other provisions laid out in the licensing policy referencing the wider issue of child protection.*

1.8 The approach taken in the Council's Cumulative Impact Assessment and Licensing policy is supported by case law. The Council has clearly stated in the Assessment and Licensing policy its approach to applications within the Town Centre Cumulative Impact Area as noted within the paragraphs above. The case of British Beer and Pub Association (and others) v Canterbury City Council (2005) EWHC 1318 (Admin) is clear on the importance of the licensing policy; its importance in setting out its expectations regarding licensing and guiding applicants in relation to those expectations. Mr Justice Richards stated:

*(Para 82) A policy relating to the decision-making stage under s 18(3) not only guides the decision-maker but also serves to inform an Applicant about what he should consider in preparing his application.... An application that takes account of the matters set out in the policy, for example by including what is referred to in the policy or by giving a reasoned justification for not doing so, is less likely to give rise to relevant representations and more likely to be granted without additional conditions, whether under the administrative procedure in the absence of relevant representations or on a decision by the council under s 18(3) in the event of relevant representations.*

*(Para 83) The council is entitled to indicate in the policy its own expectations with regard to the promotion of the licensing objectives; and I do not think that an Applicant can legitimately complain if a failure to take account of those expectations gives rise to representations.*

1.9 Applicants for grant and variation applications within the Cumulative Impact Area have to rebut the presumption that the application will be refused. It is not incumbent on the Council or police to adduce evidence to prove there will be a negative effect on the promotion of the licensing objectives. The evidence within the Cumulative Impact Assessment has already been produced. The Council - by producing a Cumulative Impact Assessment has, by doing so, already arrived at the conclusion that the town centre is under stress from too many licensed premises and that adding more would be incompatible with the Authority's duty to promote the licensing objectives. The onus is entirely on the applicant to demonstrate that their proposed operation should be the exception that leads to the Council overturning its own policy. This reverse burden was confirmed in the case of (R) on the application of Portsmouth City Council v 3D Entertainment Group (2011) EWHC 507 (Admin) where J Supperstone found that Magistrates had erred in law by incorrectly applying Portsmouth City Council's Cumulative Impact Policy to put the onus on the Council and Police to adduce evidence of a negative cumulative impact. He stated:

*(Para 18) The magistrates, in my judgment, erred in law in concluding that*

*the Appellant (Portsmouth City Council) had to have "hard evidence" from the police and that there was duty upon it to "investigate the cumulative impact". The burden was on the Respondent (3D Entertainment) to persuade the Appellant (Portsmouth City Council) that the operating schedule was such that there would be no cumulative impact. In applying the wrong test, the magistrates fell into error in finding that the Appellant (Portsmouth City Council) had acted unreasonably.*

1.10 The onus is on the applicant to rebut the Council's policy. It is not for the Council or police to adduce any further evidence - which is already contained within the policy. The applicant has failed to sufficiently address the Cumulative Impact Assessment and the granting of the application as is will likely undermine the promotion of the licensing objectives.

1.11 The Licensing Authority must consider each application on its own merits with a view to assessing the likely effect of varying such a licence on the promotion of the licensing objectives (Paragraph 35 (5) of the Licensing Act 2003). This is confirmed in (R) on the application of Hope and Glory Public House v Westminster City Council (2011) EWCA Civ31 where Lord Justice Toulson stated:

*(Para 42) Licensing decisions often involve weighing a variety of competing considerations: the demand for licensed establishments, the economic benefit to the proprietor and to the locality by drawing in visitors and stimulating the demand, the effect on law and order, the impact on the lives of those who live and work in the vicinity, and so on. Sometimes a licensing decision may involve narrower questions, such as whether noise, noxious smells or litter coming from premises amount to a public nuisance.*

*Although such questions are in a sense questions of fact, they are not questions of the 'heads or tails' variety. They involve an evaluation of what is to be regarded as reasonably acceptable in the particular location. In any case, deciding what (if any) conditions should be attached to a licence as necessary and proportionate to the promotion of the statutory licensing objectives is essentially a matter of judgment rather than a matter of pure fact.*

1.12 The above approach to grant applications and the prospective nature of the licensing objectives was confirmed in East Lindsey DC v Abu Hanif (2016) EWHC 1265 Admin, where Mr Justice Jay stated:

*(Para 18) The prevention of crime and disorder requires a prospective consideration of what is warranted in the public interest, having regard to the twin considerations of prevention and deterrence.*

1.14 Therefore the application is inconsistent with the Authority's duty to promote the licensing objectives which is the key reason the Council adopted a Cumulative Impact Assessment for the Town Centre Cumulative Impact Area. By adopting this assessment the Council has already determined that granting

further licences or material variations will be detrimental. The Assessment lays out the reasons for this which are entirely consistent with the relevant case law stated above.

## **2. Application inconsistent with the Council's Licensing Policy (April 2018)**

2.1 The Council's Licensing Policy - which came into force on 22<sup>nd</sup> October 2018 - contains a number of provisions that applicants for hotels should take cognisance of. These measures are expected to be addressed by all applicants - this applicant has not addressed a lot of these matters within the application.

2.2 The Licensing Policy also contains specific provisions and expectations in relation to hotels within Chapter 6. Indeed, paragraphs 6.28 and 6.28 are very specific about the Council's expectations:

*6.28 Hotels - where alcohol is predominantly sold to hotel guests - are expected to include measures within the operating schedule in relation to a robust age verification policy; robust staff training procedures and the use of modern, full coverage CCTV. Applicants are expected to take cognisance of this policy and the relevant sections of the Guidance.*

*6.29 The licensing authority believes that Child Sexual Exploitation (CSE) is an issue of serious national importance. This clearly fits under the remit of preventing crime and disorder and protecting children from harm as well as other Council and nationwide policies. It is expected that applicants and existing licence holders have robust measures in place to prevent child sexual exploitation taking place at their premises. The authority may, if it believes the issue has not been adequately addressed in the operating schedule or believes that children are being placed in harms way at a licensed premises, may make representations so as to impose conditions on a licence to address those issues. The authority would expect all licence holders to have robust procedures in place to prevent any potential child exploitation taking place and will take the utmost serious consideration of any representations received by Thames Valley Police or the Council's Safeguarding team that outline that any child or vulnerable person is being placed at risk in any licensed premises.*

2.3 The applicant has failed to address the matters stated in the licensing policy despite the policy being clear on what the Authority expects.

## **3. Application inconsistent with Secretary of States Guidance (April 2018)**

3.1 This application, as set out on previous pages, is inconsistent with the Council's Licensing Policy and the Cumulative Impact Assessment and thus undermines the Authority's duty to promote the four licensing objectives.

3.2 The Secretary of State's Guidance also outlines what applicants should take into account when applying for a licence with an Authority. I draw specific attention to paragraphs 8.41; 8.43 and 8.47.

3.3 Paragraph 8.41 of the guidance clearly states that applicants should have regard to the Council's policy and expectations for the area in which they are applying. The applicant does not appear to have done this:

*8.41 In completing an operating schedule, applicants are expected to have regard to the statement of licensing policy for their area. They must also be aware of the expectations of the licensing authority and the responsible authorities as to the steps that are appropriate for the promotion of the licensing objectives, and to demonstrate knowledge of their local area when describing the steps they propose to take to promote the licensing objectives.*

3.4 Paragraph 8.43 is particularly pertinent to applications within a Cumulative Impact Area. The applicant has failed to make any reference at all to the Council's Cumulative Impact Assessment or the area it applies to:

*8.43 Applicants are expected to include positive proposals in their application on how they will manage any potential risks. Where specific policies apply in the area (for example, a cumulative impact policy), applicants are also expected to demonstrate an understanding of how the policy impacts on their application; any measures they will take to mitigate the impact; and why they consider the application should be an exception to the policy.*

3.5 Paragraph 8.47 also states that applicants should not just include a set of standard conditions. They should also state why the measures they have proposed are suitable.

*8.47 Applicants are expected to provide licensing authorities with sufficient information in this section to determine the extent to which their proposed steps are appropriate to promote the licensing objectives in the local area. Applications must not be based on providing a set of standard conditions to promote the licensing objectives and applicants are expected to make it clear why the steps they are proposing are appropriate for the premises.*

3.6 Therefore the applicant also does not seem to have taken cognisance of the Secretary of State's Guidance when submitting the application.

#### 4. Proposed conditions

4.1 The Licensing Authority believe that the below stated conditions may serve to mitigate the issues with the application:

1a) The premises licence holder shall ensure the premises' digitally recorded CCTV system cameras shall continually record whilst the premises are open to the public and recordings shall be kept for a minimum of 31 days with time and date stamping. The entire licensable area shall be covered by the CCTV. There shall be at least one camera positioned at each entry and exit point to monitor any external areas to the premises. This includes any areas designated for tables and chairs



and/or a designated smoking area. Data recordings shall be made immediately available to an authorised officer of Thames Valley Police or Reading Borough Council together with facilities for viewing upon request. Recorded images shall be of such quality as to be able to identify the recorded person in any light. At least one member of staff on the premises at any time during operating hours shall be trained to access and download material from the CCTV system.

1b) Signs shall be placed in prominent positions on the premises notifying customers that CCTV is in operation.

2) The requirement for door supervisors to be employed on a Monday to Sunday shall be risk assessed. A written risk assessment shall be carried out by the DPS or nominated representative and produced upon request to authorised officers of Reading Borough Council and Thames Valley Police upon request.

3) When door supervisors are employed at the premises they shall be easily identifiable and display their badges in high visibility arm bands. One door supervisor shall also be equipped with a body worn camera to record any incident that undermines the promotion of any of the four licensing objectives. A door register shall also be kept and maintained at the premises and produced to authorised officers of Reading Borough Council and Thames Valley Police upon request.

4) A closure and dispersal policy for controlling the closing of the premises and the departure of customers from the premises at the conclusion of licensed activities shall be put in place and shall be actively operated. At the end of licensable activities, staff - including door staff - shall be available to disperse customers away from the premises in line with the dispersal policy. The policy shall be in written format and made available upon request to an authorised officer of Reading Borough Council and Thames Valley Police.

5) All incidents which impact on any of the four licensing objectives shall be recorded in a register kept at the premises for this purpose. The names of the person recording the incident and those members of staff who deal with any incident shall also be recorded. Where known, any offenders name shall also be recorded;

(a) this record shall be available for inspection by a Police Officer or an authorised officer of Reading Borough Council upon request and shall be retained for one year. The record shall be signed off by the DPS or nominated representative at the end of each trading session;

(b) a weekly review of the incident register shall also be carried out by the DPS.

6) Staff employed to sell alcohol shall undergo training upon induction. This shall include, but not be limited to:

- The premises age verification policy

- The law relating to underage sales
- Dealing with refusal of sales
- Proxy purchasing
- Recognising valid identity documents not in the English language
- Identifying attempts by intoxicated persons to purchase alcohol
- Identifying signs of intoxication
- Conflict management
- How to identify and safeguard vulnerable persons who attend and leave the premises
- Identifying signs of drug usage and prevention
- The four licensing objectives

Such training sessions are to be documented and refreshed every six months. All training sessions are to be documented in English. Records of training shall be kept for a minimum of one year and be made available to an authorised officer of Thames Valley Police and Reading Borough Council upon request.

7) The Premises Licence Holder and/or Designated Premises Supervisor shall ensure that all staff complete training in Child Sexual Exploitation that is of a standard agreed with Thames Valley Police and Reading Borough Council training package within 28 days of employment and a signed record of their training shall be maintained. Refresher training in relation to CSE shall formally take place once every three months and signed records of this training and signed records of this training shall be maintained. These records shall be kept for a minimum of two years of the date of the training and shall be made available to any authorised officer of Thames Valley Police or an authorised officer of Reading Borough Council.

8) All cash transactions for hotel bookings shall require photographic Identification from the person making the booking. Only a valid British drivers' licence showing a photograph of the person, a valid passport, proof of age card showing the 'Pass' hologram or military identity cards are to be accepted as identification for the purposes of this condition.

9) The premises shall at all times operate an age verification policy of at least Challenge 25 to prevent any customers who appear to staff members to be under the age of 25 years from purchasing alcohol without having first provided identification. Only a valid driver's licence showing a photograph of the person, a valid passport, national identity card or proof of age card showing the "PASS" hologram are to be accepted as identification. Notices advertising the Challenge 25 and proof of age policies shall be displayed in prominent positions on the premises.

10) The Premises Licence holder shall display in a prominent position a copy of their policy on checking proof of age.

11) All staff involved in the sale of alcohol shall be trained to record refusals of sales of alcohol in a refusals log (whether written or electronic). The log shall contain:

- Details of the time and date the refusal was made;
- The identity of the staff member refusing the sale;
- Any detail or description of the person refused and the reason why

This book /register will be available for inspection by a Police Officer or authorised officer of Reading Borough Council upon request.

12) Clearly legible and suitable notices shall be displayed at all exits requesting customers to respect the needs of local residents and to leave the premises and area quietly. After 0000hrs staff shall be available to ensure that customers disperse quietly.

13) No alcohol shall be removed from the premises or consumed outside. The only exception to this would be for service of alcohol to tables in any external area under the control of the premises licence holder.

14) Any hotel bar will cease licensable activities at midnight and all non residents of the hotel will be gradually dispersed and completely off the premises by 0030hrs.

15) No person under the age of 16 years will be permitted on the premises after 2100hrs unless dining in a restaurant under the control of the premises licence holder. Any person under the age of 16 years of age who is on the premises after 2100hrs shall be accompanied at all times.

16) No externally promoted events that involve the sale of alcohol or the provision of regulated entertainment shall take place at the premises at any time.

If the applicant were to agree to all of the measures above, they will be expected to confirm in writing that the measures have been put in place before carrying out any licensable activity at the premises.

Date Received	21/12/2018	Date Due	18/01/2019
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Date	11	01	2019
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## THAMES VALLEY POLICE

Division/Station : Reading Police Station Licensing Dept

From : C2107 Declan Smyth

To : Reading Borough Council

Subject : Ref : Premier Inn, 20 Hosier Street, Reading RG1 7JL Date : 16<sup>th</sup> January 2019Objection

To whom it may concern

I C 2107 Declan Smyth on behalf of the Chief Officer of Thames Valley Police wish to formally object to the proposed application for a premises licence submitted in relation to Premier Inn, 20 Hosier Street, Reading RG1 7JL as it is believed that this application in its current format will undermine the four licensing objectives with specific regard to that of the prevention of public nuisance and the prevention of crime & disorder.

The proposal before the Sub-Committee is for:

- **Films**, Monday to Sunday 10:00 - 00:00
- **Late Night Refreshment**, Monday to Sunday 23:00 - 00:00..
- **The Supply Of Alcohol**, Monday to Sunday 10:00 - 23:00. The premises shall remain open to permit the sale of alcohol to hotel residents 24 hours a day.
- **Hours Premises Are Open To The Public**, Monday to Sunday 06:00 - 00:30. The premises shall remain open 24 hours a day for hotel residents.

Prior to this application Thames Valley Police can confirm contact has been received from the applicant. However the application was advised to complete a pre application meeting with Thames Valley Police and Reading Borough Council in order to discuss any concerns which we may have had in relation to this and to determine any information that could have been supplied relating to our advice on local issues. This pre application meeting never took place.

The Secretary of States Guidance issued under Section 182 Licensing Act 2003 states:

8.41 In completing an operating schedule, applicants are expected to have regard to the statement of licensing policy for their area. They must also be aware of the expectations of the licensing authority and the responsible authorities as to the steps that are appropriate for the promotion of the licensing objectives, and to demonstrate knowledge of their local area when describing the steps they propose to take to promote the licensing objectives. Licensing authorities and responsible authorities are expected to publish information about what is meant by the promotion of the licensing objectives and to ensure that applicants can readily access advice about these matters. However, applicants are also expected to undertake their own enquiries about the area in which the premises are situated to inform the content of the application.

8.42 Applicants are, in particular, expected to obtain sufficient information to enable them to demonstrate, when setting out the steps they propose to take to promote the licensing objectives, that they understand:

- The layout of the local area and physical environment including crime and disorder hotspots, proximity to residential premises and proximity to areas where children may congregate;
- Any risk posed to the local area by the applicants' proposed licensable activities; and
- Any local initiatives (for example, local crime reduction initiatives or voluntary schemes including local taxi-marshalling schemes, street pastors and other schemes) which may help to mitigate potential risks.

8.43 Applicants are expected to include positive proposals in their application on how they will manage any potential risks. Where specific policies apply in the area (for example, a cumulative impact policy), applicants are also expected to demonstrate an understanding of how the policy impacts on their application; any measures they will take to mitigate the impact; and why they consider the application should be an exception to the policy.

8.44 It is expected that enquiries about the locality will assist applicants when determining the steps that are appropriate for the promotion of the licensing objectives. For example, premises with close proximity to residential premises should consider what effect this will have on their smoking, noise management and dispersal policies to ensure the promotion of the public nuisance objective. Applicants must consider all factors which may be relevant to the promotion of the licensing objectives, and where there are no known concerns, acknowledge this in their application.

8.45 The majority of information which applicants will require should be available in the licensing policy statement in the area. Other publicly available sources which may be of use to applicants include:

- The Crime Mapping website;
- Neighbourhood Statistics websites;
- Websites or publications by local responsible authorities;
- Websites or publications by local voluntary schemes and initiatives; and
- On-line mapping tools.

**8.46 While applicants are not required to seek the views of responsible authorities before formally submitting their application, they may find them to be a useful source of expert advice on local issues that should be taken into consideration when making an application.** Licensing authorities may wish to encourage co-operation between applicants, responsible authorities and, where relevant, local residents and businesses before applications are submitted in order to minimise the scope for disputes to arise.

**8.47 Applicants are expected to provide licensing authorities with sufficient information in this section to determine the extent to which their proposed steps are appropriate to promote the licensing objectives in the local area.** Applications must not be based on providing a set of standard conditions to promote the licensing objectives and applicants are expected to make it clear why the steps they are proposing are appropriate for the premises.

Thames Valley Police believe that in its current format that this application including the proposed operating schedule and hours of operation regarding the sale of alcohol and Late Night Refreshment will undermine the four licensing objectives. The applicant has not sufficiently taken into account concerns relating to public nuisance,

crime and disorder within the local area and in our opinion not therefore provided sufficient steps to promote the licensing objectives.

Thames Valley Police submit the following licence conditions for the consideration of the licensing sub-committee which we feel are appropriate in order to promote the four licensing objectives:-

### **CCTV**

1a) The premises licence holder shall ensure the premises' digitally recorded CCTV system cameras shall continually record whilst the premises are open to the public and recordings shall be kept for a minimum of 31 days with time and date stamping. The entire licensable area shall be covered by the CCTV. There shall be at least one camera positioned at each entry and exit point to monitor any external areas to the premises. This includes any areas designated for tables and chairs and/or a designated smoking area. Data recordings shall be made immediately available to an authorised officer of Thames Valley Police or Reading Borough Council together with facilities for viewing upon request. Recorded images shall be of such quality as to be able to identify the recorded person in any light. At least one member of staff on the premises at any time during operating hours shall be trained to access and download material from the CCTV system.

1b) Signs shall be placed in prominent positions on the premises notifying customers that CCTV is in operation.

### **DOOR SUPERVISORS**

2a) A minimum of 2 SIA licensed door supervisors shall be employed at the premises whenever the sale of alcohol takes place after 00:00 Monday to Sunday. These door supervisors shall be employed on a Monday to Sunday trading period from 2100hrs until the last customer/ resident has left the premises. These licensed door supervisors shall be employed solely for vetting, regulating, controlling and supervising patrons on or within the immediate vicinity of the premises and to ensure the maintenance of good order, public safety and security.

2b) When employed, a register of Door Supervisors shall be kept. The register must include the following details:

- Full SIA registration number.
- Date and time that the Door Supervisor commenced duty, countersigned by the Designated Premises Supervisor or Duty Manager.
- Date and time that the Door Supervisor finished work, countersigned by the Designated Premises Supervisor or Duty Manager.
- Any occurrence or incident of interest involving crime & disorder or public safety must be recorded giving names of the Door Supervisor involved.

The Door Supervisor register shall be kept at the premises and be available for inspection by an authorised officer of Thames Valley Police, or an authorised officer from Reading Borough Council and shall be retained for a period of six months.

2c) When door supervisors are employed at the premises they shall be easily identifiable and display their badges in high visibility arm bands. One door supervisor shall also be equipped with a body worn camera to record any incident that

undermines the promotion of any of the four licensing objectives. A door register shall also be kept and maintained at the premises and produced to authorised officers of Reading Borough Council and Thames Valley Police upon request.

### **DISPERSAL POLICY**

3a) A closure and dispersal policy for controlling the closing of the premises and the departure of customers from the premises at the conclusion of licensed activities shall be put in place and shall be actively operated. At the end of licensable activities, staff – including door staff – shall be available to disperse customers away from the premises in line with the dispersal policy. **Door staff will wear high visibility tabards for the duration of the dispersal period, 00:00-00:30.** The policy shall be in written format and made available upon request to an authorised officer of Reading Borough Council and Thames Valley Police.

3b) Any hotel bar will cease licensable activities at midnight and all non-residents of the hotel will be gradually dispersed and completely off the premises by 0030hrs.

3c) Clearly legible and suitable notices shall be displayed at all exits requesting customers to respect the needs of local residents and to leave the premises and area quietly. After 0000hrs staff shall be available to ensure that customers disperse quietly.

### **INCIDENT REGISTER**

4. All incidents which impact on any of the four licensing objectives shall be recorded in a register kept at the premises for this purpose. The names of the person recording the incident and those members of staff who deal with any incident shall also be recorded. Where known, any offenders name shall also be recorded;

(a) this record shall be available for inspection by a Police Officer or an authorised officer of Reading Borough Council upon request and shall be retained for one year. The record shall be signed off by the DPS or nominated representative at the end of each trading session;

(b) a weekly review of the incident register shall also be carried out by the DPS.

### **STAFF TRAINING**

5) Staff employed to sell alcohol shall undergo training upon induction. This shall include, but not be limited to:

- The premises age verification policy
- The law relating to underage sales
- Dealing with refusal of sales
- Proxy purchasing
- Recognising valid identity documents not in the English language
- Identifying attempts by intoxicated persons to purchase alcohol
- Identifying signs of intoxication
- Conflict management
- How to identify and safeguard vulnerable persons who attend and leave the premises
- Identifying signs of drug usage and prevention
- The four licensing objectives

Such training sessions are to be documented and refreshed every six months.

All training sessions are to be documented in English. Records of training shall be kept for a minimum of one year and be made available to an authorised officer of Thames Valley Police and Reading Borough Council upon request.

6) The Premises Licence Holder and/or Designated Premises Supervisor shall ensure that all staff complete training in Child Sexual Exploitation that is of a standard agreed with Thames Valley Police and Reading Borough Council training package within 28 days of employment and a signed record of their training shall be maintained. Refresher training in relation to CSE shall formally take place once every three months and signed records of this training and signed records of this training shall be maintained. These records shall be kept for a minimum of two years of the date of the training and shall be made available to any authorised officer of Thames Valley Police or an authorised officer of Reading Borough Council.

### **AGE VERIFICATION**

7) The premises shall at all times operate an age verification policy of at least Challenge 25 to prevent any customers who appear to staff members to be under the age of 25 years from purchasing alcohol without having first provided identification. Only a valid driver's licence showing a photograph of the person, a valid passport, national identity card or proof of age card showing the "PASS" hologram are to be accepted as identification. Notices advertising the Challenge 25 and proof of age policies shall be displayed in prominent positions on the premises.

8) The Premises Licence holder shall display in a prominent position a copy of their policy on checking proof of age.

### **REFUSAL BOOK**

9) All staff involved in the sale of alcohol shall be trained to record refusals of sales of alcohol in a refusals log (whether written or electronic). The log shall contain:

- Details of the time and date the refusal was made;
- The identity of the staff member refusing the sale;
- Any detail or description of the person refused and the reason why

This book /register will be available for inspection by a Police Officer or authorised officer of Reading Borough Council upon request.

### **PUBWATCH**

10) The premises licence holder or nominated representative shall actively participate in the local Pubwatch scheme should one be operating in the area.

### **TOWN SAFE RADIO**

11) The premises licence holder or nominated representative shall participate in the Local Town Radio Scheme when the premises are opened for licensable activities Monday to Sunday inclusive.



## **REMOVAL OF GLASSWARE AND OPEN CONTAINERS**

12) Signs shall be displayed at all exits informing customers that the area outside of the premises is an Alcohol Exclusion Zone.

13) No alcohol shall be removed from the premises or consumed outside. The only exception to this would be for service of alcohol to tables in any external area under the control of the premises licence holder.

14) No person under the age of 16 years will be permitted on the premises after 2100hrs unless dining in a restaurant under the control of the premises licence holder. Any person under the age of 16 years of age who is on the premises after 2100hrs shall be accompanied at all times.

15) No externally promoted events that involve the sale of alcohol or the provision of regulated entertainment shall take place at the premises at any time

# APPENDIX LIC-4

