

# **Licensing Sub-Committee**

**Thursday 28 July 2016 at 10.00 am**

**To be held at the Town Hall, Pinstone Street, Sheffield, S1 2HH**

**The Press and Public are Welcome to Attend**

## **Membership**

**Councillors Alan Law (Chair), George Lindars-Hammond and Vickie Priestley  
Andy Bainbridge (Reserve)**

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## **PUBLIC ACCESS TO THE MEETING**

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The Licensing Committee carries out a statutory licensing role, including licensing for taxis and public entertainment.

As a lot of the work of this Committee deals with individual cases, some meetings may not be open to members of the public.

Recording is allowed at Licensing Committee meetings under the direction of the Chair of the meeting. Please see the website or contact Democratic Services for details of the Council's protocol on audio/visual recording and photography at council meetings.

A copy of the agenda and reports is available on the Council's website at [www.sheffield.gov.uk](http://www.sheffield.gov.uk). You can also see the reports to be discussed at the meeting if you call at the First Point Reception, Town Hall, Pinstone Street entrance. The Reception is open between 9.00 am and 5.00 pm, Monday to Thursday and between 9.00 am and 4.45 pm. on Friday.

You may not be allowed to see some reports because they contain confidential information. These items are usually marked \* on the agenda.

If you require any further information please contact Harry Clarke on 0114 273 6183 or email [harry.clarke@sheffield.gov.uk](mailto:harry.clarke@sheffield.gov.uk).

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## **FACILITIES**

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There are public toilets available, with wheelchair access, on the ground floor of the Town Hall. Induction loop facilities are available in meeting rooms.

Access for people with mobility difficulties can be obtained through the ramp on the side to the main Town Hall entrance.

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**LICENSING SUB-COMMITTEE AGENDA  
28 JULY 2016**

**Order of Business**

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- 1. Welcome and Housekeeping Arrangements**
- 2. Apologies for Absence**
- 3. Exclusion of Public and Press**  
To identify items where resolutions may be moved to exclude the press and public
- 4. Declarations of Interest**  
Members to declare any interests they have in the business to be considered at the meeting
- 5. Licensing Act 2003 - South Sea, 3 Spooner Road, Sheffield S10 5BL**  
Report of the Chief Licensing Officer

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## ADVICE TO MEMBERS ON DECLARING INTERESTS AT MEETINGS

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If you are present at a meeting of the Council, of its executive or any committee of the executive, or of any committee, sub-committee, joint committee, or joint sub-committee of the authority, and you have a **Disclosable Pecuniary Interest (DPI)** relating to any business that will be considered at the meeting, you must not:

- participate in any discussion of the business at the meeting, or if you become aware of your Disclosable Pecuniary Interest during the meeting, participate further in any discussion of the business, or
- participate in any vote or further vote taken on the matter at the meeting.

These prohibitions apply to any form of participation, including speaking as a member of the public.

You **must**:

- leave the room (in accordance with the Members' Code of Conduct)
- make a verbal declaration of the existence and nature of any DPI at any meeting at which you are present at which an item of business which affects or relates to the subject matter of that interest is under consideration, at or before the consideration of the item of business or as soon as the interest becomes apparent.
- declare it to the meeting and notify the Council's Monitoring Officer within 28 days, if the DPI is not already registered.

If you have any of the following pecuniary interests, they are your **disclosable pecuniary interests** under the new national rules. You have a pecuniary interest if you, or your spouse or civil partner, have a pecuniary interest.

- Any employment, office, trade, profession or vocation carried on for profit or gain, which you, or your spouse or civil partner undertakes.
- Any payment or provision of any other financial benefit (other than from your council or authority) made or provided within the relevant period\* in respect of any expenses incurred by you in carrying out duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.

\*The relevant period is the 12 months ending on the day when you tell the Monitoring Officer about your disclosable pecuniary interests.

- Any contract which is made between you, or your spouse or your civil partner (or a body in which you, or your spouse or your civil partner, has a beneficial interest) and your council or authority –
  - under which goods or services are to be provided or works are to be executed; and
  - which has not been fully discharged.

- Any beneficial interest in land which you, or your spouse or your civil partner, have and which is within the area of your council or authority.
- Any licence (alone or jointly with others) which you, or your spouse or your civil partner, holds to occupy land in the area of your council or authority for a month or longer.
- Any tenancy where (to your knowledge) –
  - the landlord is your council or authority; and
  - the tenant is a body in which you, or your spouse or your civil partner, has a beneficial interest.
- Any beneficial interest which you, or your spouse or your civil partner has in securities of a body where -
  - (a) that body (to your knowledge) has a place of business or land in the area of your council or authority; and
  - (b) either -
    - the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or
    - if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you, or your spouse or your civil partner, has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

If you attend a meeting at which any item of business is to be considered and you are aware that you have a **personal interest** in the matter which does not amount to a DPI, you must make verbal declaration of the existence and nature of that interest at or before the consideration of the item of business or as soon as the interest becomes apparent. You should leave the room if your continued presence is incompatible with the 7 Principles of Public Life (selflessness; integrity; objectivity; accountability; openness; honesty; and leadership).

You have a personal interest where –

- a decision in relation to that business might reasonably be regarded as affecting the well-being or financial standing (including interests in land and easements over land) of you or a member of your family or a person or an organisation with whom you have a close association to a greater extent than it would affect the majority of the Council Tax payers, ratepayers or inhabitants of the ward or electoral area for which you have been elected or otherwise of the Authority's administrative area, or
- it relates to or is likely to affect any of the interests that are defined as DPIs but are in respect of a member of your family (other than a partner) or a person with whom you have a close association.

Guidance on declarations of interest, incorporating regulations published by the Government in relation to Disclosable Pecuniary Interests, has been circulated to you previously.

You should identify any potential interest you may have relating to business to be considered at the meeting. This will help you and anyone that you ask for advice to fully consider all the circumstances before deciding what action you should take.

In certain circumstances the Council may grant a **dispensation** to permit a Member to take part in the business of the Authority even if the member has a Disclosable Pecuniary Interest relating to that business.

To obtain a dispensation, you must write to the Monitoring Officer at least 48 hours before the meeting in question, explaining why a dispensation is sought and desirable, and specifying the period of time for which it is sought. The Monitoring Officer may consult with the Independent Person or the Council's Standards Committee in relation to a request for dispensation.

Further advice can be obtained from Gillian Duckworth, Director of Legal and Governance on 0114 2734018 or email [gillian.duckworth@sheffield.gov.uk](mailto:gillian.duckworth@sheffield.gov.uk).

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## SHEFFIELD CITY COUNCIL Committee Report



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**Report of:** Chief Licensing Officer, Head of Licensing

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**Date:** 28<sup>th</sup> July 2016

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**Subject:** Licensing Act 2003  
Application for the review of a premises licence  
South Sea Public House, 3 Spooner Road, Sheffield, S10 5BL

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**Author of Report:** Emma Rhodes

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**Summary:** To consider an application for the review of a premises licence submitted by Sheffield Safeguarding Children Board.

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**Recommendations:** That members carefully consider the application for review along with any other representations made and take such steps that the Committee consider necessary for the promotion of the Licensing Objectives

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**Background Papers:** Attached documents

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**Category of Report:** OPEN

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#### **4.0 FINANCIAL IMPLICATIONS**

- 4.1 There are no specific financial implications arising from this application. However additional costs may be incurred should the matter go to appeal. In such an eventuality it may not be possible to recover all these costs. The impact of these additional costs (if any) will be kept under review and may be subject of a further report during the year.

#### **5.0 THE LEGAL POSITION**

- 5.1 The Licensing Act 2003 at section 52(3) requires that the Licensing Authority must, having regard to the application and any relevant representations, take such steps mentioned in subsection (4) (if any) as it considers necessary for the promotion of the licensing objectives.

- 5.2 Section 52(4) states:

“The steps are –

- a) To modify the conditions of the licence;
- b) To exclude the licensable activity from the scope of the licence;
- c) To remove the designated premises supervisor;
- d) To suspend the licence for a period not exceeding three months;
- e) To revoke the licence;

and for this purpose the conditions of the licence are modified if any of them is altered or omitted, or any new condition added.”

- 5.3 If members decide to take the steps referred to in (a) or (b) above, it may provide that the modification or exclusion is to have effect for only such period (not exceeding three months) as it may specify.

- 5.4 The Licensing Act 2003 at section 52(11) states that:

“A determination under this section does not have effect –

- a) until the end of the period given for appealing against the decision, or
- b) if the decision is appealed against, until the appeal is disposed of.”

- 5.5 The Licensing Act 2003 at section 4(1) requires the Licensing Authority to carry out its functions with a view to promoting the Licensing Objectives which section 4(2) sets out as: -

- a) the prevention of crime and disorder,
- b) public safety,
- c) the prevention of public nuisance,
- d) the protection of children from harm.

- 5.6 Section 4(3) of the Licensing Act also requires the Licensing Authority to have regard to the published Statement of Licensing Policy and any guidance issued by the Secretary of State under Section 182.

## **6.0 HEARINGS REGULATIONS**

- 6.1 Regulations governing hearings under the Licensing Act 2003 have been made by the Secretary of State.
- 6.2 The Licensing Authority has provided all parties with the information required in the Regulations to the 2003 Act as set out at Appendix 'D'.
- 6.3 Attached at Appendix 'D' is the following: -
- a) a copy of the Notice of Hearing;
  - b) the rights of a party provided in Regulations 15 and 16;
  - c) the consequences if a party does not attend or is not represented at the hearing
  - d) the procedure to be followed at the hearing.

## **7.0 APPEALS**

- 7.1 The Licensing Act 2003 section 181 and Schedule 5 makes provision for appeals to be made by the applicant; the holder of the premises licence and those making representations against decisions of the Licensing Authority to the Magistrates Court.

## **8.0 RECOMMENDATIONS**

- 8.1 That members carefully consider the application for review along with any other representations made and take such steps as detailed in paragraph 5.2 above that the Committee consider necessary for the promotion of the Licensing Objectives.

## **9.0 OPTIONS OPEN TO THE COMMITTEE**

- 9.1
- a) modify the conditions of the licence;
  - b) exclude a licensable activity from the scope of the licence;
  - c) remove the designated premises supervisor;
  - d) suspend the licence for a period not exceeding three months;
  - e) revoke the licence; or
  - f) reject the application for review.

*Steve Lonnia*

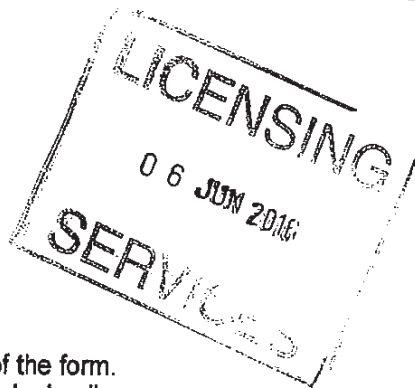
Steve Lonnia,  
Chief Licensing Officer, Head of Licensing  
Business Strategy and Regulation  
Place Portfolio  
Block C, Staniforth Road Depot  
Sheffield  
S9 3HD.

# Appendix A

The Application / Current Premises Licence

1

# Application for the review of a premises licence or club premises certificate under the Licensing Act 2003



(1)

## 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

(2) I, Julie Hague, On Behalf of the Sheffield Safeguarding Children Board

apply for the review of a premises licence under section 51 of the Licensing Act 2003 for the premises described in Part 1 below

### Part 1 - Premises details or club premises details

Postal address of premises or club premises, or if none, Ordnance Survey map reference or description <b>South Sea Public House, 3 Spooner Road</b>	
Post town <b>Sheffield</b>	Post code <b>S10 5BL</b>
Telephone number (if any)	
Name of premises licence holder <b>MR DAVID HANCOCK</b>	
Number of premises licence or club premises certificate (if known) <b>SY 1449 PR</b>	

### Part 2 - Applicant details

I am

Please tick ✓ yes

- 1) an interested party (please complete section (A) or (B) below)
- a) a person living in the vicinity of the premises
- b) a body representing persons living in the vicinity of the premises
- c) a person involved in business in the vicinity of the premises
- d) a body representing persons involved in business in the vicinity of the premises

Delete any words in square brackets which do not apply

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

(2) Insert name(s) of applicant

Please tick ✓ yes

2

2) a responsible authority (please complete section (C) below)

3) a member of the club to which this application relates (please complete section (A) below)

**(A) DETAILS OF INDIVIDUAL APPLICANT (fill in as applicable)**

Mr

Mrs

Miss

Ms

Other title  
(for example, Rev)

Surname

First names

Please tick ✓ yes

I am 18 years old or over

Current address

Post town

Post code

Daytime contact telephone number

E-mail address  
(optional)

**(B) DETAILS OF OTHER APPLICANT (fill in if applicable)**

Name and address

Post town

Post code

Telephone number (if any)

E-mail address  
(optional)

(C) DETAILS OF RESPONSIBLE AUTHORITY APPLICANT (fill in if applicable)

3

Name and address The Sheffield Safeguarding Children Board Floor 3, Howden House Union Street	
Post town Sheffield	Post code S1 2SH

Telephone number (if any)

E-mail address (optional)

**This application to review relates to the following licensing objective(s)**

Please tick one or more boxes

- 1) the prevention of crime and disorder
- 2) public safety
- 3) the prevention of public nuisance
- 4) the protection of children from harm

Please state the ground(s) for review (please read guidance note 1)  
This application is made in response to evidence that children and young people regularly access the premise and are at risk because inadequate safeguards are in place to uphold the core objective for the protection of children from harm. The grounds for the application are set out below.

The premise operates as an adult-orientated public house, the main trade is for the sale of alcohol and provision of DJ/music events. It is located in Broomhill, a busy area of the city that is popular with students and young people. Whilst the current licence permits access to children and young people, the venue is unsuitable as it does not operate a 'family friendly' policy.

The Safeguarding Children Board (SSCB) has been involved with the premises since 2013 when it began to host events for young people and following an incident whereby the parent of a 14 year old boy reported his son had been hospitalized after attending an 18<sup>th</sup> birthday party at the premises. Since its intervention in 2013, the SSCB has had cause to revisit the premises on several occasions due to serious safeguarding concerns. These incidents and issues of concern are documented in the chronology at Annex 1 and related appendices.

The SSCB is concerned at the lack of management control which has persisted at the premises in relation to the protection of children and young people. Despite repeated meetings, a multi-agency action plan for improvement, the provision of free training, the issuing of safeguarding advice and the supply of age verification and other safeguarding materials, the premises management has failed to provide a 'family friendly' environment or, alternatively, prevent children and young people from accessing the premises. This has resulted in children continuing to access and socialise in this unsuitable adult environment and there are escalating professional concerns that children are being exposed to significant risk of harm.

Due to the persistent and escalating concerns which have not been successfully addressed by the premises management, the SSCB has no alternative but to request that the premises licence is reviewed in order to protect persons under the age of 18 and to uphold the core objectives the Licensing Act 2003.

Please note that due to the nature of the evidence submitted as part of this application, which includes information of a confidential nature, the SSCB requests that the Hearing is part closed to the public.



4

Please tick ✓ yes

5

Have you made an application for review relating to these premises before?

If yes, please state the date of that application

Day      Month      Year

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If you have made representations before relating to these premises, please state what they were and when you made them.

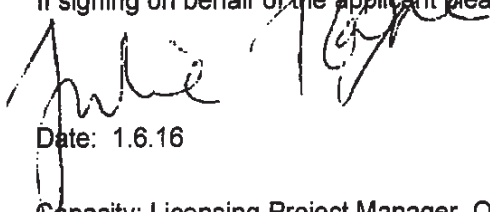
Please tick ✓ yes

• I have sent copies of this form and enclosures to the responsible authorities and the premises licence holder or club holding the club premises certificate, as appropriate

• I understand that if I do not comply with the above requirements my application will be rejected

**Part 5 - Signatures** (please read guidance note 3)

Signature of applicant or applicant's solicitor or other duly authorised agent. (please read guidance note 4)  
If signing on behalf of the applicant please state in what capacity.



Date: 1.6.16

Capacity: Licensing Project Manager, On behalf of the Sheffield Safeguarding Children Board

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 5)	
Julie Hague Licensing Project Manager Sheffield Safeguarding Children Board Floor 3, Howden House Union Street	
Post town Sheffield	Post code S1 2SH
Telephone number (if any) 0114 2736753	
If you would prefer us to correspond with you by e-mail your e-mail address (optional) 0114 2736753	

**Notes for Guidance**

1. The ground(s) for review must be based on one of the licensing objectives.
2. Please list any additional information or details, for example dates of problems which are included in the grounds for review. if available.
3. The application form must be signed.
4. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
5. This is the address which we shall use to correspond with you about this application.

Licensing Service,  
Sheffield City Council  
Block C Staniforth Road Depot  
Staniforth Road  
Sheffield  
S9 3HD



Tel: 0114 273 4264 Fax: 0114 273 5410  
E-mail: [general.licensing@sheffield.gov.uk](mailto:general.licensing@sheffield.gov.uk)  
Website: [www.sheffield.gov.uk/licensingact](http://www.sheffield.gov.uk/licensingact)  
Date: 26<sup>th</sup> May 2016

Mr D Hancock  
South Sea Public House  
3 Spooner Street  
Crookes  
Sheffield  
S10 5BL

Dear Sir,

**Licensing Act 2003:** Application to vary the Designated Premise Supervisor  
**Premises:** South Sea, 3 Spooner Road, Sheffield, S10 5BL  
**Premises Licence Number:** SY 1449 PR

I enclose:

- a) **The varied premises licence;** and
  - a) **the varied premises licence summary**
- for the above named premises.

Please check both documents carefully, including all attached papers, and ensure that all details are correct. If they are not, please contact us immediately.

Please also be aware of the following:

- The original (or a certified copy) of the **entire premises licence** must be kept on the premises and available for inspection at all times. This includes any annexes, appendices & other related documents.
- The original (or a certified copy) of the **premises licence summary** must be prominently displayed at the premises.
- Failure to comply with any conditions attached to a licence is a criminal offence, which on conviction would be punishable by a fine of up to £20,000 or up to six months imprisonment or both.

You must inform the Licensing Authority if you wish to do any of the following:

- Vary the licence;
- Vary the Designated Premises Supervisor (DPS) named on the licence;
- Transfer the licence; or
- Surrender the licence.

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You must also inform us if the premises licence holder or DPS change their name or address.

Should you wish to make any changes to the licence, please contact us for the relevant forms or refer to the website for information at [www.sheffield.gov.uk/licensingact](http://www.sheffield.gov.uk/licensingact). The original premises licence and premises licence summary must be returned for amendment and accompanied by the required fee (if applicable).

If the original premises licence or premises licence summary is lost or stolen, you must report this to South Yorkshire Police and immediately forward us a statement containing the incident number and/or the officer's details to whom it has been reported and a fee of £10.50 for the replacement.

Please contact me if you have any queries.

Yours faithfully

Julianne McConaghy  
Licensing Analyst & Processing Officer

Enquiries to: **0114 2734264**  
Enc.

9



## THE LICENSING ACT 2003

**Premises Licence No: SY 1449 PR**

**ISSUE NO: 14.**

The Sheffield City Council being the Licensing Authority under the above Act, hereby grant this licence in accordance with the requirements of the Licensing Act 2003 in respect of and subject to the conditions attached:

### **PART 1 – Premises details**

South Sea  
3 Spooner Road  
Sheffield  
S10 5BL

**Telephone Number: 0114 268 8041**

**Where the licence is time limited, the dates:**

Not applicable.

**Licensable activities authorised by the licence and the times the licence authorises the carrying out of licensable activities:**

#### **1. Provision of regulated entertainment:**

**Films**

Indoors

Sunday – Thursday

10:00 to 24:00 hours

Friday – Saturday

10:00 to 01:00 hours the following day

**Live Music**

Indoors

Sunday – Saturday

10:00 to 23:00 hours

**Recorded Music**

Indoors

24 hours a day

#### **2. Late Night Refreshment:**

Indoors

Sunday – Thursday

23:00 to 00:30 hours the following day

Friday – Saturday

23:00 to 01:30 hours the following day

New Years Eve (31.12)

23:00 to 24:00 hours

New Years day (01.01)

00:00 to 05:00 hours and 23:00 to Standard Terminal Hour

Bank Holidays and the day before Bank Holidays : 23:00 hours to 01:30 hours the following day.

**3. Sale by retail of alcohol**

- a) for consumption on the premises
- b) for consumption off the premises

Sunday – Thursday	10:00 to 24:00 hours
Friday – Saturday	10:00 to 01:00 hours the following day
New Years Eve (31.12)	10:00 to 24:00 hours
New Years Day (01.01)	00:00 to 23:00 hours

Bank Holidays and the day before Bank Holidays : 10:00 hours to 01:00 hours the following day.

**The opening hours of the premises are**

Sunday – Thursday	10:00 to 00:30 hours the following day
Friday – Saturday	10:00 to 01:30 hours the following day
New Years Eve (31.12)	10:00 to 24:00 hours
New Years day (01.01)	00:00 to Standard Terminal Hour

Bank Holidays and the day before Bank Holidays : 10:00 hours to 01:30 hours the following day.

**Where the licence authorises supplies of alcohol whether these are on and/or off supplies**

Sale by retail of alcohol for consumption both on and off the premises.

**PLEASE NOTE:**

In the event, that the hours permitted on this premises licence differ from those authorised on your planning consent, you **MUST ONLY** operate to which ever is the most restrictive permission.

Both Licensing and Planning carry out enforcement activities and if you are found to be in breach of either your premises licence and / or your planning consent, it may result in legal action being taken against you.

**PART 2**

**Name, (registered) address, telephone number and e-mail (where relevant) of holder of premises licence:**

Mr David Hancock  
 South Sea  
 3 Spooner Street  
 Sheffield  
 S10 5BL

(11)

Registered number of holder, for example company number, charity number (where applicable):

N/A

Name, address and telephone number of designated premises supervisor where the premises licence authorises the supply of alcohol:

Ian West

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises the supply of alcohol:

Personal Licence Number: RM 2782  
Issuing Authority: Rotherham Metropolitan Borough Council

State whether access to the premises by children is restricted or prohibited:

Restricted

This Premises Licence shall be in force from the 24 November 2012.

Issued on: 6 February 2006.



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Steve Lonnia  
Chief Licensing Officer  
Head of Licensing Services  
On behalf of Sheffield City Council (issuing licensing authority)

Sheffield City Council – For Office use only	
Variation of Premises Licence	No: 1 Issue Date: 04/08/2011
Variation of DPS	No: 9 Issue Date: 10/05/2016
Transfer of Premises Licence	No: 2 Issue Date: 1 <sup>st</sup> November 2014
Minor Variation	No: 1 Issue Date: 08/11/2012
Change of Name/Address	



## **Annex 1A – Mandatory Conditions**

### **Mandatory Condition 1 (Section 19 ss 2)**

Where a licence authorises the sale of alcohol then 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
- (a) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.

### **Mandatory Condition 2 (Section 19 ss 3)**

Where a licence authorises the sale of alcohol then every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.

### **Mandatory Condition 3 (Section 20)**

1. Where a premises licence authorises the exhibition of films, the licence includes the following conditions relating to the admission of children to the exhibition:
  - (a) The admission of children (under 18) to the exhibition of any film must be restricted in accordance with the classification set by the film classification body (currently the BBFC).
  - (a) In a case where there is no classification given by the classification body (the BBFC) the admission of children to the exhibition of any film must be restricted in accordance with any recommendation given by the Licensing Authority.
2. 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 4 (Section 21)**

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 each such individual must be licensed by the Security Industry Authority.

## **Annex 1B - Mandatory Condition effective from 28<sup>th</sup> May 2014:**

1. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.

## **Annex 1C - Mandatory Conditions effective from 1<sup>st</sup> October 2014:**

- 1.—(1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.

(2) 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—

(a) games or other activities which require or encourage, or are designed to 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 in a manner which carries a significant risk of undermining a licensing objective;

(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 in a manner which carries a significant risk of undermining a licensing objective;

(d) 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;

(e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).

2. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

3.—(1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.

(2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.

(3) 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 either—

(a) a holographic mark, or

(b) an ultraviolet feature.

4. The responsible person must 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;

(b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and

(c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.

## **Annex 2 – Conditions consistent with the operating schedule**

1. There shall be no 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, save for the use of authorised AWP machines and cigarette machines.
2. The use of door staff will be risk assessed by management with reference to local events, student activities, seasonal variations and any information supplied from responsible authorities.
3. All current CCTV equipment will be maintained in good operational condition.
4. The broadcast of films will always be ancillary to other licensable activities.
5. A permanent fixed residual device (RCD) must protect the electrical power supply serving all amplified music equipment used for the purpose of live music.
6. The Premises Licence holder shall prominently display A4 notices on all exits reminding patrons to leave the premises in a quiet and orderly fashion to respect the needs of local neighbours needs.
7. The DPS or designated member of staff must take a pro active approach to noise control, checking outside the premises to ensure that noise is kept to a reasonable level from patrons using the external areas and manage noise levels internally so as not to cause a nuisance to the nearest noise sensitive property.
8. All windows and doors shall be closed, except access and egress, when regulated entertainment is present in the premises.
9. All ventilation outlets, which serve the licensed area, are to be installed with acoustic baffles and thereafter retained.
10. Access to the stage area must be restricted to performers and members of staff.

**Annex 3 – Conditions attached after a hearing by the licensing authority**

**Annex 4 – Plans**

South Sea, Broomhill  
24/10/2012

**Appendix 1**



## LICENSING ACT 2003

### Premises Licence Summary      ISSUE NO: 14.

The Sheffield City Council being the Licensing Authority under the above Act hereby issue this Premises Licence Summary in respect of:

**Premises licence number      SY 1449 PR**

South Sea  
3 Spooner Road  
Sheffield  
S10 5BL

**Telephone Number: 0114 268 8041**

#### Licensable activities authorised by the licence:

##### 1. Provision of regulated entertainment:

###### Films

Indoors

Sunday – Thursday	10:00 to 24:00 hours
Friday – Saturday	10:00 to 01:00 hours the following day

###### Live Music

Indoors

Sunday – Saturday	10:00 to 23:00 hours
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###### Recorded Music

Indoors

24 hours a day

##### 2. Late Night Refreshment:

Indoors

Sunday – Thursday	23:00 to 00:30 hours the following day
Friday – Saturday	23:00 to 01:30 hours the following day
New Years Eve (31.12)	23:00 to 24:00 hours
New Years day (01.01)	00:00 to 05:00 hours and 23:00 to Standard Terminal Hour

Bank Holidays and the day before Bank Holidays : 23:00 hours to 01:30 hours the following day.

##### 3. Sale by retail of alcohol

a) for consumption on the premises

b) for consumption off the premises

Sunday – Thursday	10:00 to 24:00 hours
Friday – Saturday	10:00 to 01:00 hours the following day
New Years Eve (31.12)	10:00 to 24:00 hours
New Years Day (01.01)	00:00 to 23:00 hours

Bank Holidays and the day before Bank Holidays : 10:00 hours to 01:00 hours the following day.

**The opening hours of the premises are**

Sunday – Thursday	10:00 to 00:30 hours the following day
Friday – Saturday	10:00 to 01:30 hours the following day
New Years Eve (31.12)	10:00 to 24:00 hours
New Years day (01.01)	00:00 to Standard Terminal Hour

Bank Holidays and the day before Bank Holidays : 10:00 hours to 01:30 hours the following day.

**PLEASE NOTE:**

In the event, that the hours permitted on this premises licence differ from those authorised on your planning consent, you **MUST ONLY** operate to which ever is the most restrictive permission.

Both Licensing and Planning carry out enforcement activities and if you are found to be in breach of either your premises licence and / or your planning consent, it may result in legal action being taken against you.

**Where the licence authorises supplies of alcohol whether these are on and/or off supplies:**

Sale by retail of alcohol for consumption both on and off the premises.

**Name, (registered) address of holder of premises licence:**

Mr David Hancock  
South Sea  
3 Spooner Street  
Sheffield  
S10 5BL

**Telephone:** 07842 828432

**Registered number of holder, for example company number, charity number (where applicable):**

0311034

**Name of designated premises supervisor where the premises licence authorises the supply of alcohol:**



Mr Ian West

**State whether access to the premises by children is restricted or prohibited:**

Restricted

**The Premises Licence shall be in force from 24 November 2005.**

**Issued on: 6 February 2006.**



.....  
**Steve Lonnia**  
**Chief Licensing Officer**  
**Head of Licensing Services**  
**On behalf of Sheffield City Council (issuing licensing authority)**

# ANNEX 1: CHRONOLOGY

Application to Review the Premises Licence: SOUTH SEA, 3 Spooner Road, Sheffield S10 5BL

Date	Activity/Incident of concern	Comment
8.5.13 to August 2013	<p>Meeting at the premises in response to management plans to host educational type events for schools/performing arts students providing for young people to perform before a live audience.</p> <p>Ongoing correspondence between SSCB, Mr Jones DPS and Mr Hancock regarding access to children and young people to attend or perform music events.</p>	<p>Meeting attended by Ms Marsden and Ms Payne SY Police, J Hague (SSCB), Mr Hancock advised to ensure adequate and specified safeguards to be implemented. Between May and August contact was regular between the premises manager Mr Hancock and the SSCB regarding music events. During this period the premises management were co-operative and receptive to advice and appeared to implement the necessary checks/systems.</p>
3.10.13 D a g e o	<p>South Yorkshire Police raised concerns to SSCB that the premise is attracting a 'younger element' following a complaint by the father of a 14 year old who had attended an 18<sup>th</sup> birthday party at the pub and was taken to hospital due to excessive drinking.</p> <p>SSCB email to pub manager regarding above incident and requesting a meeting to discuss.</p>	<p>Copy of email is attached at Annex 1a reporting that when police officers investigated, the pub manager stated that the child had arrived in drink; other staff members were not aware of the young male but did refer to a girl who had been drunk and was taken home by the police.</p>
10.10.13	<p>Meeting between SSCB, Ms Marsden SY Police and Mr Hancock</p>	<p>Risk management advice was issued verbally by the SSCB to the premises management and free places on the multi agency safeguarding training on 16.10.13 were offered.</p>
16.10.13	<p>Multi Agency Safeguarding Training</p>	<p>Dave Hancock and Iain West, premises managers, attended the multi agency safeguarding training (copy of signing in sheet is attached at Annex 1b)</p>

# ANNEX 1: CHRONOLOGY

## Application to Review the Premises Licence: SOUTH SEA, 3 Spooner Road, Sheffield S10 5BL

27.2.15	<p data-bbox="300 111 438 1102">Multi agency meeting convened by South Yorkshire Police</p> <p data-bbox="300 111 438 1102">The meeting was attended by Julie Hague, SSCB Licensing Project Manager, Andrea Marsden SY Police Licensing Officer, Dave Hancock, General Manager, Iain West, Manager. The Designated Premises Supervisor was invited but did not attend.</p> <p data-bbox="470 111 730 1102">The purpose was to discuss an incident that occurred on 17.2.15 whereby a 999 call was made to the police reporting a large scale disturbance at the premise. Officers attending reported a group of males described as being in their teens and fighting. A 16 year old female who was in drink had fallen down and required medical attention and another teenager reported she had been hit by a table which had been thrown inside the pub. Police had attended as had paramedics resulting in one young person being sent to the Northern General Hospital.</p> <p data-bbox="763 111 933 1102">The premises management stated that the incident took place at an event which was booked as 18<sup>th</sup> birthday party which around 100 people attended. Mr Hancock stated that it was later discovered that it was not an 18<sup>th</sup> party but was an 'end of term' party. Mr Hancock said that a number of safeguarding measures were in place at the party including:</p> <ul data-bbox="933 111 998 1102" style="list-style-type: none"><li>• door staff/floorwalkers</li><li>• guest list one drink per one ID</li></ul> <p data-bbox="998 111 1185 1102">However no booking form or responsible adult had been instated. In response Mr Hancock confirmed he had disciplined door/floorwalking staff as they had not noticed the 17 year old female until she had collapsed. Mr Hancock stated that the trouble had been caused by a group of men of the Somalian community and that he had taken their names and banned them.</p> <p data-bbox="1218 111 1356 1102">At the meeting an action plan for improvement was agreed (see Annex 1c). This required a number of control measures for the premises management to implement, including additional staff training on the multi-agency safeguarding training on 15.4.15.</p>
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# ANNEX 1: CHRONOLOGY

Application to Review the Premises Licence: SOUTH SEA, 3 Spooner Road, Sheffield S10 5BL	
15.4.15	Multi Agency Safeguarding Training  James Allender and Jack Tilsley (bar staff) attended the training.
29.4.15	Multi agency meeting at the premises  The meeting was convened by South Yorkshire Police to review the action plan and was attended by Julie Hague, SSCB Licensing Project Manager, Andrea Marsden SY Police Licensing Officer, Dave Hancock and Iain West, Managers.  Outcome: the action plan was discharged because: <ul style="list-style-type: none"> <li>• All actions had been completed and systems were evidenced to be in place as required.</li> <li>• The premises management stated that in future, no 18th parties or similar would be hosted at the pub.</li> </ul>
31.03.16 D g 32	Multi agency meeting at the premises  The meeting was attended by Mr Hancock and Mr West, premises managers and officers from the Licensing Authority (A Ruston), Environmental Protection (Louise Thomas) SY Police (A Marsden) and the SSCB (J Hague) to discuss a number of issues.  The SSCB raised concern that despite the premises management's policy to prohibit under 18's, serious concerns had persisted and reports were that young people are still accessing this adult venue. A discussion took place about an incident on 11.3.16 when police had attended the pub in response to an incident outside the premises when a young couple were arguing; the female had informed police officers that she had been at the premises. On entering the premises police officers identified and ejected 12 young people because they appeared to the officers to be underage and could not produce identification. Of this group of ejected young people, police confirmed that 1 person was a 17 year old male who was already known to the police. The rest of the group were dispersed by police officers and prevented from re-entering the pub.

# ANNEX 1: CHRONOLOGY

## Application to Review the Premises Licence: SOUTH SEA, 3 Spooner Road, Sheffield S10 5BL

	<p>At this meeting the premises refusals records/incident logs were checked and they were in order and up to date.</p> <p>The premises management expressed a view that young people must be accessing the pub using false ID. This was discussed and the premises management expressed a view that there is little that can be done by the premises management to address the problem of false ID. A discussion took place about the operation of a membership scheme and the use of ID scanning equipment which are measures being deployed at other premises.</p> <p>In response to concerns that door staff or entertainers may be allowing access to young people, the premises management stated that they would immediately change the door staff with effect from the evening of 31.3.16.</p> <p>Safeguarding advice was issued to the premises management verbally at the meeting and was subsequently confirmed in writing.</p>
<p>Page 33 7.4.16</p>	<p>SSCB advice letter to the DPS and General Manager</p> <p>The SSCB raised concerns in writing about the persistent and serious nature of safeguarding incidents at the premises. The letter was however, returned to the SSCB with its envelope (Annex 1d refers). The letter was also emailed to Mr Hancock.</p> <p>No response was received from Mr Jones, DPS. However Mr Hancock did respond by email to challenge the accuracy of the reported incidents (Annex 1e refers).</p>
<p>14.4.16</p>	<p>SSCB received a referral from a children's specialist service reporting concerns that vulnerable young females are frequenting the premises and are at risk of harm.</p> <p>(Annex 1f refers). Due to its confidential nature the circulation of this report is restricted.</p>

# ANNEX 1: CHRONOLOGY

## Application to Review the Premises Licence: SOUTH SEA, 3 Spooner Road, Sheffield S10 5BL

15.4.16	SSCB checked the DPS address with the Licensing Authority	Licensing Authority confirmed SSCB letter of 7.4.16 was correctly addressed to the DPS (Annex 1g refers).	Annex 1h refers
10.5.16	<ul style="list-style-type: none"> <li>SSCB received information from SY Police that the premises management are planning a 'rapping' contest involving under 18's</li> <li>SSCB contacted the DPS and Mr Hancock to request a meeting regarding children and young people accessing the premises.</li> <li>SSCB received email from the DPS stating that he has resigned and Mr Iain West is now DPS.</li> </ul>	Annex 1i refers	
12.5.16	Licensing Authority confirmed to SSCB by telephone that the DPS is now Mr West.	The meeting was attended by Ms Topham, SY Police, J Hague, SSCB, Mr Hancock, licence holder, Mr West, new DPS. The following issues were discussed at length:	
13.5.16	Meeting took place to discuss escalating concerns regarding under 18's accessing the venue.	<ul style="list-style-type: none"> <li>(i) Report from specialist children's service that vulnerable young people are regularly accessing the venue, including one incident of hospitalisation</li> <li>(ii) Despite recent concerns and that there is an 18+ policy, the venue was planning a 'rapper' event for under 18's;</li> <li>(iii) What, if any, further safeguarding measures could be implemented to improve control of the premises.</li> </ul>	It was agreed that in the absence of any licence conditions and the failure of a previous action plan, the SSCB would make an application to review the premises licence unless the premises management could propose an effective method of control not later than 20.5.16. Measures such as a membership scheme, or electronic ID scanner were given as examples of improved controls.
20.5.16	The SSCB has not received any proposal to improve the safeguarding measures at the premises and the licence currently remains unrestricted in relation to children and young people.		

**ANNEX 1: CHRONOLOGY**

**Application to Review the Premises Licence: SOUTH SEA, 3 Spooner Road, Sheffield S10 5BL**

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**Hague Julie**

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**Subject:** FW: Incident

**From:** Andrea.Marsden@southyorks.pnn.police.uk [mailto:Andrea.Marsden@southyorks.pnn.police.uk]  
**Sent:** 03 October 2013 14:10  
**To:** Hague Julie  
**Subject:** Incident

Hi Julie,

South Sea, Broomhill

there was a call made to the police from a parent of a 14yr old male who had to be taken to the hospital due to excessive drinking. Apparently he had been to an 18th birthday party at the premises. Officers attended and spoke with the manager at the pub and he stated that some had turned up already in drink and was watchful for alcohol being purchased. No members of staff were aware of this young male however they did refer to a girl earlier who had been drunk and taken home by the police.

Shall we make a visit Julie or get the management in to discuss this further as they have been holding events there for the younger element and want to nip this in the bud asap.

Let me know your availability and I will try to arrange as soon as.

thanks Andrea

Andrea Marsden  
Licensing Enforcement Officer

South Yorkshire Police  
Sheffield Licensing Team  
Attercliffe Police Station  
60 Attercliffe Common  
Sheffield  
S9 2AD

(0114) 2523618 - External  
Extension 718618 - Internal

Fax - (0114) 2523688 - External  
8688 - Internal

Blackberry - 07833483507

E [mail-andrea.marsden@southyorks.pnn.police.uk](mailto:andrea.marsden@southyorks.pnn.police.uk)

Could you or someone you know make a difference as a Special Constable in South Yorkshire Police? If so call 0114 2197000 or visit [www.southyorks.police.uk](http://www.southyorks.police.uk) to find out more







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**SAFEGUARDING CHILDREN AT LICENSED PREMISES  
DELEGATE LIST: 16 OCTOBER 2013**

Name of Premises	Address of Premises	Name of Delegate	Sign and Print Name
Anvil	106 Stannington Road, Sheffield	one staff	Sign ..... Print .....
Baltic Pearl	537 Attercliffe Road , Sheffield	Oleg Holodovs	Sign ..... Print .....
Baltic Pearl	537 Attercliffe Road , Sheffield	one staff	Sign ..... Print .....
Bar 27	Boston Street, Sheffield	Gery Culbert	Sign ..... Print <i>G. Culbert</i>
Bar 27	Boston Street, Sheffield	Ollene Warren	Sign ..... Print <i>Ollene Warren</i>
Bargain Booze (aka South Road Stores)	289 - 291 South Road, Sheffield	DPS	Sign ..... Print .....
Birley Hotel	Birley Moor Lane, Sheffield	brett miller	Sign ..... Print .....
Birley Hotel	Birley Moor Lane, Sheffield	one staff	Sign ..... Print .....

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**SAFEGUARDING CHILDREN AT LICENSED PREMISES  
DELEGATE LIST: 16 OCTOBER 2013**

Bloo 88	182 West Street, Sheffield	one staff	Sign 
			Print CHRIS THOMAS
Bloo 88	182 West Street, Sheffield	one staff	Sign 
			Print Joshua K Jackson
Bracken Moor Sports Club	Bracken Moor Lane, Stocksbridge, Sheffield	Sara Wallis	Sign SARA WALLIS
			Print S Wallis
Bracken Moor Sports Club	Bracken Moor Lane, Stocksbridge, Sheffield	Nick Rees	Sign 
			Print Nick Rees
Carbrook Hall	537 Attercliffe common Sheffield	DPS	Sign
			Print
castle Inn	Bolsterstone, sheffield	stefan moveley	Sign
			Print
castle Inn	Bolsterstone, sheffield	one staff	Sign
			Print
CO OP,	261 - 263 SOUTHEY GREEN ROAD, SHEFFIELD	DPS	Sign 
			Print S.C.WALLIS
Coporation	Milton Street, Sheffield	one staff	Sign
			Print

**SAFEGUARDING CHILDREN AT LICENSED PREMISES  
DELEGATE LIST: 16 OCTOBER 2013**

Coporation	Milton Street, Sheffield	one staff	Sign .....	Print .....
Corporation	Milton Street, Sheffield	Andy Bagnall	Sign <i>A Bagnall</i>	Print .....
Corporation	Milton Street, Sheffield	Laura Powell	Sign <i>L Powell</i>	Print <i>A. Bagnall</i>
Corporation	Milton Street, Sheffield	Caroline Bunting Steven White	Sign <i>Caroline Bunting</i>	Print <i>L. POWELL</i>
Corporation	Milton Street, Sheffield	Joe Green	Sign <i>Joe Green</i>	Print <i>Caroline Bunting</i>
Double Diamond	81 - 83 Page Hall Road, SHEFFIELD	DPS	Sign .....	Print <i>J. GREEN</i>
Drinks Express (fka Bishops Cellar),	3 Lees Hall Avenue, Sheffield,	Sukhraj Johal	Sign .....	Print .....
Farm Road Social Club	Farm Road, Sheffield	Graham Athersych	Sign <i>Graham Athersych</i>	Print <i>Apologies - Please re-book next case</i>

**SAFEGUARDING CHILDREN AT LICENSED PREMISES  
DELEGATE LIST: 16 OCTOBER 2013**

Fiveways Convenience Store	311 Burncross Road, Sheffield	DPS	Sign .....
Jet Service Station	Bradfield Road, Sheffield	dps	Sign .. <i>A. Talley</i> Print .....
Jet Service Station	Bradfield Road, Sheffield	dps	Sign .. <i>J. Malley</i> Print .. <i>A. Malley</i>
Jet Service Station	Bradfield Road, Sheffield	one staff	Sign .. <i>L. Williams</i> Print .. <i>L. WILLIAMS</i>
Jet Service Station	Bradfield Road, Sheffield	one staff	Sign .. <i>L. Sawyer</i> Print .. <i>L. Sawyer</i>
Jet Service Station	Bradfield Road, Sheffield	one staff	Sign .. <i>J. Hanson</i> Print .. <i>J. HANSON</i>
Jet Service Station	Bradfield Road, Sheffield	one staff	Sign .. Print ..
Jet Service Station	Bradfield Road, Sheffield	one staff	Sign .. Print ..

**SAFEGUARDING CHILDREN AT LICENSED PREMISES  
DELEGATE LIST: 16 OCTOBER 2013**

Khalid & Brothers, 46-52 Highgate, Tinsley, Sheffield	DPS	Sign .....	Print .....
Khelas City Express (Premier) Unit 1, Suffolk Road, Sheffield	one staff	Sign .....	Print .....
Lava Lounge 140 - 144 West Street, Sheffield	Renato Borges	Sign <i>[Signature]</i>	Print ..RENATO BORGES..
Littledale Food and Wine 51-53 Mather Road, Sheffield	DPS	Sign .....	Print .....
Maggie Mays 23 Trippet Lane Sheffield,	Tony Whitmee	Sign <i>[Signature]</i>	Print ..T.WHITMEE..
Maggie Mays 23 Trippet Lane Sheffield,	Kay Piggott	Sign <i>[Signature]</i>	Print ..KAYE PIGGOTT..
Parson Cross Hotel Deerlands Avenue, Parson Cross, Sheffield	Tony Shabere	Sign .....	Print ..Mohammed Shabere..
Parson Cross Hotel Deerlands Avenue, Parson Cross, Sheffield	one staff	Sign <i>[Signature]</i>	Print ..Nikola Dirdova..

**SAFEGUARDING CHILDREN AT LICENSED PREMISES  
DELEGATE LIST: 16 OCTOBER 2013**

Parson Cross Hotel	Deerlands Avenue, Parson Cross, Sheffield	one staff	Sign ..... Stanke Dircova..... Print ..... Stanke Dircova.....
Parson Cross Hotel	Deerlands Avenue, Parson Cross, Sheffield	one staff	Sign ..... Anna Dircova..... Print ..... ANNA DIRCOWA.....
Platillos	Leopold Square, Sheffield	dan chapman	Sign ..... Print .....
Platillos	Leopold Square, Sheffield	one staff	Sign ..... Print .....
Platillos	Leopold Square, Sheffield	one staff	Sign ..... Print .....
Platillos	Leopold Square, Sheffield	one staff	Sign ..... Print .....
Platillos	Leopold Square, Sheffield	one staff	Sign ..... Print .....
Platillos	Leopold Square, Sheffield	one staff	Sign ..... Print .....

**SAFEGUARDING CHILDREN AT LICENSED PREMISES  
DELEGATE LIST: 16 OCTOBER 2013**

Players	125-127 West Street, Sheffield,	one staff	Sign .....
			Print .....
Premier	468 - 470 Middlewood Road, Sheffield	Gurmej Singh DPS	Sign .....
			Print .....
Premier aka whitehouse news	101 Whitehouse Lane, Sheffield	DPS	Sign .....
			Print .....
Red Deer	18 Pitt Street, Sheffield	Graham Reid	Sign .....
			Print .....
Sheaf Island	wards brewery site, Ecclesall Road, Sheffield	DPS	Sign .....
			Print .....
South Sea	3 Spooner Road, sheffield	Dave Hancock	Sign .....
			Print .....
South Sea	3 Spooner Road, sheffield	one staff	Sign .....
			Print .....
SPAR			Sign .....
			Print .....



**SAFEGUARDING CHILDREN AT LICENSED PREMISES  
DELEGATE LIST: 16 OCTOBER 2013**

Spar/GT News	282 - 284 Ringinglow Road, Sheffield	Oliver Miller	Sign ..... Print <i>Oliver Miller</i>
Spar/GT News	282 - 284 Ringinglow Road, Sheffield	JAMES BURGIN	Sign ..... Print <i>JAMES BURGIN</i>
Stas	172 Main Road, Darnall, Sheffield	DPS	Sign ..... Print .....
Studio 54	West Street, Sheffield	Malcolm Sissons	Sign ..... Print .....
Studio 54	West Street, Sheffield	Malcolm Sissons	Sign ..... Print .....
Studio 54	West Street, Sheffield	Malcolm Sissons	Sign ..... Print .....
Tesco Express	Dykes Hall Road, Sheffield	DPS	Sign ..... Print .....
Tesco Totley Sheffield EXPRESS,	288 Abbeydale Road South, Sheffield	one staff	Sign ..... Print .....

**SAFEGUARDING CHILDREN AT LICENSED PREMISES  
DELEGATE LIST: 16 OCTOBER 2013**

	Unit 14 West One Plaza, Fitzwilliam Street, Sheffield	one staff	Sign .....
The Hop			Print .....
waggon & horses	263 Gleadless Road, Sheffield	catharine smith	Sign .....
			Print .....
waggon & horses	263 Gleadless Road, Sheffield	one staff	Sign .....
			Print .....
wentworth house	26 Milford Street, Sheffield	Chris French	Sign .....
			Print .....
Wick at Both Ends	, 149-151 West Street, Sheffield	one staff	Sign .....
			Print .....
Wincobank Off Licence	193 - 195 Wincobank Avenue, Sheffield	DPS	Sign .....
			Print .....
Yates	2-6 Cambridge Street, Sheffield,	one staff	Sign .....
		DPS	Print .....
The Handsworth Inn	343 Handsworth RD	Staff	Sign .....
			Print .....
The Handsworth Inn	343 Handsworth Road	Staff	Sign .....
			Print .....

16/10/13

Glynis Marriott Asda stores Handsworth G. Mumford

Carla Gillett Asda stores Handsworth Gillett

Copy of original

**ACTION PLAN**  
**Licensing Act 2003**

1. Date	27/02/15.
2. Premises	South Sea 3 Spooner Road Sheffield S10 5BL
3. Designated Premises Supervisor	Mr Matthew Jones
4. South Yorkshire Police Representative	Andrea Marsden
5. Sheffield Safeguarding Officer	Julie Hague
6. Manager/Owner	Dave Hancock

**Outline and Purpose**

This action plan is an agreement between all the parties identified above to provide a framework of assistance and guidance to ensure compliance with the licensing objectives in respect of licensable activities conducted at The South Sea.

This Action Plan is suggested to the Designated Premises Supervisor (DPS) and Premise Licence Holder (PLH) as a means of ensuring that the premise is run to the standard expected by the Responsible Authorities under the Licensing Act 2003.

The failure by the DPS/management to abide by the action plan, or any of its components without due cause or reasonable excuse, together with raised concerns as to the non-compliance with any conditions of a licence or with the licensing objectives, may result in an application by a Responsible Authority to the Licensing Authority, to review the conditions of the licence.

**Background**

At approximately 23.00hrs on the 17th of February 2015 a 999 call was made to the police reporting a large scale disturbance at the premise. Officers attended and reported a group of males described as in their teens fighting, a 16 yr old female who was in drink and had fallen down and required medical attention and a further teenager reporting she had been hit by a table which had been thrown inside the premise.

The premise fully co-operated with the police at the time of the incident.

Following this disturbance it transpired that the premise was holding a pre booked party for U/18 year olds. South Yorkshire Police Licensing Team together with the Sheffield Safeguarding Officer met with Mr David Hancock (owner/manager) and Ian West (bar manager) at the premise on Thursday 19<sup>th</sup> February 2015 to discuss the issues around the event. The DPS was unavailable due to short notice and employment during the day elsewhere.

The responsible authorities were informed that the party had been booked by a 15 year olds parent who attended at the premise on a few occasions throughout the night to ensure that the event was running accordingly. It appears from information received from

staff at the premise that a few young males who had not been on the guest list had managed to gain access and this resulted in a disturbance inside with another group of males.

On inspection it appears that staff at the premise require some guidelines and policies to be in place if they are to continue to hold U/18 events at the premise and it was agreed that an Action Plan would assist in ensuring that the premise are operating within the Licensing Objectives under The Licensing Act 2003.

**Methodology**

South Yorkshire Police and Sheffield Safeguarding will facilitate the improved compliance by regular consultation with the DPS and or management team (if necessary) to ensure the elements of the action plan are satisfied and to address any delays or issues relating to its implementation.

A further meeting will take place including the DPS and or management and representatives from all parties to this Plan no later than three months after the implementation of the action plan to review its progress.

Upon the satisfactory completion of the action plan, the DPS and or management will be informed, in writing, of its formal discharge.

Reviewed Action Plan on 29/4/15

All actions completed - the Action Plan can now be discharged.

DPS - unavailable.

PLH - ~~Stam...~~

SYP - O'Meara.

Sheffield Safeguarding

manager - C. Hill

- Julie Nye

29/4/15.

Number	Action required	Date to be Achieved by Within 7 days	Completion Date	Remarks
1	<p>A booking form will be retained for all parties involving persons under the age of 18 years. This will include the following information:</p> <ul style="list-style-type: none"> <li>The adult who is responsible for booking the party and their contact details and signature.</li> <li>The start and finish time of the party.</li> <li>Supervisory arrangements for the duration of the party, including specifically which adult(s) have responsibility what they are responsible for and the duration of the period of responsibility.</li> <li>Requirements for guests to carry a recognised form of ID and to provide this on request by staff.</li> <li>Requirements for guest list to be provided including a protocol for responding to uninvited guests.</li> </ul>			<p>Dave Hancock            Stakes do not hold            U18 parties anymore -            Family parties only -            only U18's at these            parties should be            accompanied by a            responsible adult</p>
2	A trained safeguarding co-ordinator to remain on site for the duration of the party.	15 <sup>th</sup> April 2015 (following member of staff having been trained by Julie Hague)	15/4/15	<p>Dave Hancock }            Ian West }            James Allender }            Sarah Tilsley }</p>
3	Additional 2 staff to attend the next safeguarding training (15.04.2015)	15 <sup>th</sup> April 2015		<p>Training letter for course on 15/04/2015 has been sent via e mail by Julie Hague to Mr Dave Hancock.</p>

4	A written risk assessment to be undertaken prior to all parties and this to be retained on the due diligence file. The outcome of the risk assessment will inform the operating policy. Risks identified and how to respond to be briefed to staff and security.	With immediate effect	29/4/15	Risk assessment still to be made for parties - retain bookings forms - ongoing. Any musical events to be checked & completed - 1/Order
5	Staff training records and refusals logs to be maintained in relation to the Challenge scheme	With immediate effect	29/4/15	checked & completed - 1/Order
6	Incident log to be maintained including details of time and issue of incident and action taken by staff. Logs to be signed and dated and regularly checked by management and to be made available for inspection by the Responsible Authorities.	With immediate effect	29/4/15	checked & completed - 1/Order
7	SIA registered door staff to be employed on a risk assessment basis depending on the type of event being held.	With immediate effect	29/4/15	Ongoing.
8	All SIA registered door staff shall have a signing in/out register when employed by the premise and record their full name and full SIA badge number.	With immediate effect	29/4/15	Checked L1 Security signing in book - badge not in book
9	Patrols by members of staff to take place within the venue and toilet areas and a record made of such patrols and kept within the due diligence file.	With immediate effect	29/4/15	Patrol record checked & completed - all in order
10	Signing in sheet for all guests at parties involving under 18's. (This gives a bit more information about contact details and sometimes makes people give more consideration to their behaviour if they have signed in giving their name and number).	Within 7 days	29/4/15	Removed as N/A now as no U18 parties - family parties taking place & responsible adult will be present.

(F2)

(added) Any advertising/publicity for events during U18's to specify 18 ID required  
 Challenge scheme operating - No ID no entry.

The signatories below agreed this action plan and all its components

1. Date	
2. Designated Premise Supervisor	<i>Wardle</i>
3. Premise Licence Holder	<i>D. Lammie</i>
4. South Yorkshire Police Representative	<i>M. Kelly</i> <i>Alice Joyce</i> <i>L. Wood</i>
5. Sheffield Safeguarding Officer	
6. Owner/Manager	

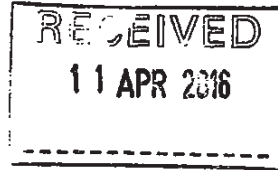


Returned ~ check with  
Council  
address



7.4.16

Mr M Jones  
23 Mickledon Way  
Pogmoore  
Barnsley S75 2JT



Sheffield Safeguarding Children  
Board (Licensing Project)  
Floor 3  
Howden House  
Union Street  
Sheffield S1 2SH  
Telephone: 0114 2736753  
Fax: 0114 2734628  
E'mail: julie.hague@sheffield.gov.uk

Dear Mr Jones

**SAFEGUARDING CHILDREN AT LICENSED PREMISES (LICENSING ACT 2003)**  
**Re: South Sea, 3 Spooner Road, Sheffield, S10 5BL.**

Further to a multi-agency meeting at the above premises with your managers, Mr Dave Hancock and Mr Ian West, on the 31<sup>st</sup> March 2016. I am writing to you as the Designated Premises Supervisor, to confirm the key points of the discussion in relation to the protection of children from harm.

A discussion took place about ongoing concerns at the premises in relation to children and young people. A recent incident at the premises was discussed and I raised concern that a number of young people were removed from the premises by police officers because they appeared to be under the age of 18 years and were not carrying identification. I also raised concern that the police attended an incident on Spooner Road during which a young female in drink was involved in an altercation with a male and she alleged that she had been in the South Sea public house.

I have in the past had a number of meetings with Mr Hancock and Mr West regarding risk management in relation to persons under the age of 18 and they have already attended the multi-agency safeguarding training which is designed to assist with risk management. Despite this and the premises having already been under a multi-agency action plan for improvement, concerns regarding risk management in relation to the protection of children from harm have persisted.

I therefore advised Messrs Hancock and West and am writing to advise you, as the Designated Premises Supervisor, that if further complaints or concerns are raised to the Safeguarding Children Board, an application to review the premises licence will be made.

If you have any questions about this letter, please contact me.

Yours sincerely

**JULIE HAGUE****Licensing Project Manager, Sheffield Safeguarding Children Board**

Cc Licensing Authority; SY Police; Environmental Protection Service; Mr D Hancock



(F)

PERSONNEL

STRICTLY CONFIDENTIAL  
Return Address:  
Floor 3, South  
Howden House  
Union Street  
SHEFFIELD  
S1 2SH

**Hague Julie**

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**From:** Hague Julie  
**Sent:** 08 April 2016 14:37  
**To:** 'bigsound promotions'  
**Cc:** Ruston Andy (CEX); Thomas Louise; matt jones jonesy; Andrea Marsden (Andrea.Marsden@southyorks.pnn.police.uk)  
**Subject:** RE: South Sea, 3 Spooner Road S10 5BL

Hello Dave

Thank you for the feedback, I am sure you are trying to be constructive and I am sorry that you feel the need to further explain the most recent incidents as you had clearly expressed your views during our meeting. Please be assured that I noted what steps you had taken again to improve the safeguarding measures and that you did not agree with the young female's allegation that she had been at the premises prior to being involved in a police incident.

As I explained at our meeting, my concern is that we are seeing persistent reports involving young people, unfortunately we are not looking at a 'one-off' situation, nor can we try an action plan or training support, because we have already tried this course of action. I understand your disappointment but I remain in the position I set out at the meeting, which is that if further concerns are reported to the Safeguarding Children Board there is no alternative but to apply for a licence review to address the safeguarding issues.

If there is anything further that the Safeguarding Children Board can help with please let me know.

Kind regards

Julie

Julie Hague  
Licensing Project Manager, Sheffield Safeguarding Children Board  
Floor 3,  
Howden House, Union Street, Sheffield S1 2SH  
0114 2736753  
07854 219682  
[julie.hague@sheffield.gov.uk](mailto:julie.hague@sheffield.gov.uk)

**From:** bigsound promotions [<mailto:bigsounduk@hotmail.co.uk>]  
**Sent:** 07 April 2016 16:30  
**To:** Hague Julie  
**Cc:** Ruston Andy (CEX); Thomas Louise; matt jones jonesy  
**Subject:** RE: South Sea, 3 Spooner Road S10 5BL

Hello Julie

Having read your letter sent out today I have a number of concerns regarding it's content and would like to offer a fuller explanation as stated at the meeting.

1. The incident concerning the removal of persons from the premises by the police that you have mentioned was, as explained and as far as we understood, reported to us by the officer that except from one of the group who was known to be seventeen by the police that he was satisfied that the people removed from the venue and after questioning outside, were eighteen or over but as they couldn't produce identification were asked to leave with none of the individuals being detained. The seventeen year old had accompanied one of the artists that were performing on the night and had circumnavigated the doorman by arriving with the artist prior to the doorman's shift starting. Also the seventeen year old never approached the bar for a drink all evening and if he had done so would have been asked for identification by the bar staff and if he could not have produced a valid I.D would have been asked to leave. As explained we have changed the door staff to a more robust individual with little prior involvement with the venue and instructed him that no entry to the venue, whether with a performing artist or customer, will be allowed with no exception on eighteen plus events.

2. The female individual who was involved in the altercation on Spooner Road with the male was never in the venue on that night as confirmed by myself and the door staff to the police when they reported to us that she had claimed to have been at the South sea. As also mentioned people seem to be buying alcohol from either the supermarkets or off licenses and drinking off our premises. We know this due to finding bottles of alcohol hidden around the scout hut and car park area to the rear of the venue when we are executing our hourly patrols. I am also aware that the female youth would not want to implicate any of her eighteen plus friends in acquiring alcohol on her behalf and it is quite easy for her to falsely state that she has been in the South sea which is the nearest public house to where she was found. We strongly refute her allegation and would like this on record and acknowledged.

We feel that your correspondence did not adequately represent the actual facts as far as we understood them and felt a need to explain in more detail the circumstances around these allegations.

Finally you can feel secure in knowing that we will be doing our utmost to protect ourselves and any minors / vulnerable young adults from gaining access to our venue.

I hope this email finds you well and is received in the spirit that it has been sent.

Regards

David and Iain - South sea

# Annex 1 (f)

**CONFIDENTIAL**

**Restricted Report to be  
circulated separately**

**Hague Julie**

---

**From:** Hellewell Lindsey  
**Sent:** 20 April 2016 15:56  
**To:** Hague Julie  
**Subject:** RE: URGENT

Hi Julie,

Its....

Mr Matthew James Jones  
23 Mickledon Way  
Pogmoore  
Barnsley  
S75 2JT

**From:** Hague Julie  
**Sent:** 20 April 2016 15:26  
**To:** Hellewell Lindsey  
**Subject:** RE: URGENT  
**Importance:** High

Hi Lindsey

Thank you, do you have his current postal address please as the one I sent correspondence to came back

Many thanks

Julie

**From:** Hellewell Lindsey  
**Sent:** 20 April 2016 12:01  
**To:** Hague Julie  
**Subject:** FW: URGENT  
**Importance:** High

Hi Julie,

Sorry for the delay.

The DPS is **Mr Matthew James Jones**

**From:** Palmer Helena **On Behalf Of** licensingservice  
**Sent:** 15 April 2016 15:59  
**To:** Hellewell Lindsey  
**Subject:** FW: URGENT  
**Importance:** High

51

**From:** Hague Julie  
**Sent:** 15 April 2016 12:11  
**To:** licensingservice  
**Subject:** URGENT  
**Importance:** High

Good afternoon

Could you please email the current postal address for the DPS at the South Sea pub, Spooner Road.

Many thanks

Julie

**Julie Hague**  
**Licensing Project Manager, Sheffield Safeguarding Children Board**  
Floor 3, Howden House, Union Street, Sheffield S1 2SH  
0114 2736753  
07854 219682  
[julie.hague@sheffield.gov.uk](mailto:julie.hague@sheffield.gov.uk)



**Hague Julie**

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**From:** (GCSX) Hague Julie  
**Sent:** 30 May 2016 13:44  
**To:** Hague Julie  
**Subject:** FW: Rapping competition

**From:** ANDREA MARSDEN [mailto:Andrea.Marsden@southyorks.pnn.police.uk]  
**Sent:** 10 May 2016 07:39  
**To:** 'bigsounduk@hotmail.co.uk'  
**Cc:** (GCSX) Hague Julie  
**Subject:** Rapping competition

Morning David,

I dropped you some ID bailment forms off yesterday so hopefully you will have picked them up.

Can you send me some info in relation to the rapping competition for 16+, name of the organiser, times, date (as much info as you can) and copy Julie into your e mail so I can discuss with her and let you know.

regards Andrea

Andrea Marsden  
South Yorkshire Police Licensing Enforcement Officer  
South Yorkshire Police Licensing Department  
Force Headquarters  
Carbrook House  
5, Carbrook Hall Road,  
Sheffield,  
S9 2EH.

**Email:** [andrea.marsden@southyorks.pnn.police.uk](mailto:andrea.marsden@southyorks.pnn.police.uk)  
**Phone:** 0114 2523618 (int. 718618)  
**Blackberry:** 07833483507

Website address - [southyorks.police.uk](http://southyorks.police.uk)



"Please be advised that the content of e mails may be submitted as evidence to a licensing hearing should issues arising not be resolved. As such they will be passed onto the relevant parties involved in the hearing process. The local council may post them as part of this process on their website to which the public has access."

Tackling child sexual exploitation is a priority for the Force and it is the responsibility of everyone to help spot the signs and say something.

Annex (i)

**Hague Julie**

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**From:** (GCSX) Hague Julie  
**Sent:** 30 May 2016 13:47  
**To:** Hague Julie  
**Subject:** FW: South Sea, 3 Spooner Road S10 5BL

(53)

**From:** Matthew Jones [mailto:mj201215@gmail.com]  
**Sent:** 10 May 2016 14:27  
**To:** (GCSX) Hague Julie  
**Subject:** RE: South Sea, 3 Spooner Road S10 5BL

Hi Julie.

I'm aware you have spoken to Ian with regards to a meeting.

FYI Ian is now the DPS at the premises, he will be able to assist with any queries going forward.

Kind Regards  
Matt Jones

On 10 May 2016 12:38, "(GCSX) Hague Julie" <[Julie.Hague@sheffield.gcsx.gov.uk](mailto:Julie.Hague@sheffield.gcsx.gov.uk)> wrote:

Dear Matt and Dave

I need to meet with you urgently regarding the children and young people at the above premise. Are you available tomorrow morning or between 12 and 2pm to meet at the premises?

Kind regards

Julie

Julie Hague

Licensing Project Manager, Sheffield Safeguarding Children Board

Floor 3,

Howden House, Union Street, Sheffield S1 2SH

0114 2736753

# Appendix B

South Yorkshire Police Licensing  
Representation



South Yorkshire  
**POLICE**



Sheffield City Council,  
Council Licensing Department,  
Block C,  
Staniforth Road Depot,  
Staniforth Road,  
Sheffield,  
S9 3HD.

Date: 23<sup>rd</sup> June 2016

Dear Sir/Madam

**Re: South Sea Public House, 3 Spooner Road, Broomhill, Sheffield.**

Please find attached representations in relation to the S51 review for the above premises licence applied for by Sheffield Safeguarding Children's Board.

- Statement from Andrea Marsden (Licensing Enforcement Officer, SYP).

Yours sincerely

Andrea Marsden

Licensing Enforcement Officer  
Tel No – 0114 2523618  
Sheffield Licensing Department

South Yorkshire Police Licensing, Force HQ, Carbrook House, 5 Carbrook Hall Road, Sheffield.  
E mail address – Sheffield.liquour-licensing@southyorks.pnn.police.uk

**BETWEEN**

**SOUTH YORKSHIRE POLICE**

Complainant

- and -

**South Sea Public House,  
3, Spooner Road, Broomhill.**

Respondent

**WITNESS STATEMENT OF  
Andrea MARSDEN**

1. I am a civilian Licensing Enforcement Officer, within South Yorkshire Police. I have worked in this role for approximately 5 years. As part of my role I am responsible for dealing with Licensing matters at premises within the Sheffield area.

2. I have been involved in my role as Licensing Officer with the South Sea Public House management since 2012 to the present time. During that period I have generally had contact with the owner, Mr David Hancock and the general manager, Mr Iain West. The Designated Premises Supervisor at that time was Mr Matthew Jones who I have spoken to over the telephone on occasion but not personally met as he stated that he had work commitments during the daytime when meetings took place. In May 2016 Mr Iain West became the new Designated Premises Supervisor at the premise.

3. I can confirm that I have attended the following meetings in relation to the premises, and from records in my possession the following incidents reported relate to the premise:-

4. On the 7<sup>th</sup> of May 2013 I attended a pre-arranged meeting with Mr David Hancock and Ms Julie Hague (SSCB) to discuss a few dates when the premise was wanting to hold 16+ events. This was due to Mr Hancock having been approached by Sheffield Colleges with a view to holding student music nights. Mr Hancock was given safeguarding advice by Ms Hague at the time and on a regular basis thereafter.

5. On the 28<sup>th</sup> of September 2013 a call was received to the police from a parent of a male who attended a private party at the location. The venue had reportedly been hired out and was closed to the public for an 18th birthday party. Entry was apparently only on a guest list basis, with a wrist band given on entry. Caller requested officers attend as her son aged 14 was intoxicated and had been taken to Sheffield Children's Hospital as a result of attending the party.

On arrival police officers found that the premise was very busy with approximately 20-30 youths aged 14-18 yrs outside on the street and coming in and out of the premises. There was a sole uniformed doorman at the entrance.

The Licensee (name unknown) was spoken to and stated that they had been checking ID's at the bar but not on the door as it was a private party and that they had not been serving alcohol to any person under 18. There was however evidence of minors under the influence of alcohol outside the premises. The Licensee stated that these individuals had purchased alcohol and consumed it away from the premises and that he was not aware of the status of the caller's son. He did mention a female who had been found in drink at the address earlier in the party, she had left the premise in company with police. He stated that the premises was at capacity while officers were on the scene.

6. Following this incident a meeting took place on the 10<sup>th</sup> of October 2013 at the premise. Present at that meeting was Ms Hague, Mr David Hancock and myself. Mr Hancock had stated that he was shocked in relation to the report about the young male but that he was aware of a female who had been taken

ill and that he had followed the procedures previously discussed with Ms Hague.

Mr Hancock explained that the booking was administered with the parents, it was an invite only event. One doorman was working that evening and checking ID's with the assistance of Mr Hancock. A refusals log was completed together with an incident log. Patrols were conducted throughout the night and a small bottle of vodka was found in the male toilets and confiscated. 3 drinks were taken from customers who appeared to look u/25 yrs old.

We discussed how this type of incident could be prevented further in the future. Ms Hague advised them to use a booking form to ensure parents/organisers took some responsibility for the events.

Mr Hancock was asked to contact us if he required any further assistance and that if he was to carry on with under 18's being in the premises he should ensure that a lot of planning went into it and risk assessments made etc.

7. At approximately 23.00hrs on the 17<sup>th</sup> of February 2015 caller reporting around 50 persons fighting in the premise. It was reported that these persons are all males and all appear to be in their teens. A linked call came from the ambulance service stating that there was a 16yr old female who was in drink and had fallen over. The responder was now on scene and has pressed the emergency button for police assistance. One person had reportedly shouted 'i don't want to get stabbed' so the caller believes someone may have a weapon but has not seen anything. The ambulance was on scene. The caller reported that there was fighting at the premise. Police Officers attended and reported 60-80 persons on the street but no public order taking place and nobody approaching officers. The crowd was described as being between 15-18 year olds. Officers liaised with paramedics who had attended the premise and dealt with a very drunk female. She was taken home by officers and she was left with her mum. The date of birth obtained suggested that the female was 17 years old. At a later time contact was made with officers from a female who states that her daughter, during the disorder, was hit by a table that an unknown person/s had thrown. Paramedics checked on the female but it was unknown if she was conveyed to hospital for any follow up treatment.

8. On the 19<sup>th</sup> of February 2015 I attended the premise and spoke with the owner, Mr Hancock and the bar manager, Mr West to discuss the recent incident at the premise on the 17/02/2015. The DPS, Mr Jones was unavailable to attend the meeting due to work commitments.

Mr Hancock informed that the venue was booked by a 15 yr old female's mother as a birthday party. A guest list was prepared and handed to the management and 1 x member of SIA staff was employed at the door to check id's/guest list. Plastic glasses were in use and ID was taking place at the bar. The event began at 8pm and was due to finish at midnight and the girl's mother was the responsible adult although she did not stay during the event she attended a few times to make sure it was running ok and the premise had her mobile no for an emergency. Mr Hancock stated that no booking form had been completed for the event and the mother had booked the DJ but he was not checked out by the management although the music genre was mainstream.

I highlighted that a female (17yrs old) had to be tended to by paramedics at the venue due to excessive alcohol. Mr Hancock stated that it had not been confirmed that she had been drinking inside the venue and that the off licences around the corner sell to kids. It was explained that she was inside his premise and staff had not seen her in this intoxicated state and that the venue had to take some responsibility for young person's being inside the premise. Mr Hancock stated that patrols took place around the venue and the toilets although the management were unable to provide written records. They were advised to keep a written record of the patrols and at the time of the meeting I provided Mr West with a patrol record sheet to assist. I requested to inspect the refusals log, the sheets we produced had the last refusal as 7/02/13. I stated that this was not good enough and that surely a refusal had been made since 2013 to which they agreed that they needed to ensure that records were kept and incidents/refusals correctly recorded.

Mr Hancock stated that around 100 people attended that evening and that they had only taken £47 over the bar. It was advised that a member of staff should be delegated to be the 'Safeguarder' for the premise and that they should be fully trained to prepare a risk assessment/policies relating to u/18's.



An information pack prepared by Safeguarding, SYP and Trading Standards which was fully explained.

It was agreed that an action plan prepared by SYP and Ms Hague would be useful so that they could ensure that all records which are required are fully completed. A further meeting would take place shortly once the action plan had been prepared.

9. On the 27<sup>th</sup> of February 2015 a further meeting took place and all parties present agreed with the prepared action plan (see Annex 1c within the review papers prepared by Ms Hague).

10. Officers reported that on the evening of Saturday 28<sup>th</sup> February 2015, they attended outside the South Seas public house, Spooner Road following reports from numerous passers-by that the road was blocked by around 50 people.

They described that upon arrival, a large group of youths (15-20 years old) were in the road and although there were no punches being thrown, disorder would have ensued had we not arrived. Amongst the group was a male known to the police who quickly left in a white hatchback vehicle. No one was willing to talk to tell us what the argument was about.

Officers spent around 30 minutes dispersing the crowd and once clear, an officer made his way into the pub and spoke with bar manager Iain West. Despite asking to see the DPS, the officer was told that he has a day job and is rarely available. Mr West told him that the venue had been holding an under 18's event (this was also corroborated by youths that had been spoken to in the street) and had to be finished early due to a fault on the speaker system. According to Mr West, the night had been a success with no incidents of note.

11. On the 7<sup>th</sup> of March 2015 a letter was sent to the DPS, Mr Matthew Jones

informing him of the agreed action plan and to contact this office to discuss further. On the 13<sup>th</sup> of March I received a telephone call from the occupant of the address held for Mr Jones stating that he did not reside there anymore and that he had been the current occupant for approximately 2 years. Further enquiries were made with Sheffield City Council as to the current address for the DPS and a further letter was sent to the new address for Mr Jones inviting him to a meeting on the 29<sup>th</sup> April 2015 to discuss the action plan at the premise.

12. On the 29<sup>th</sup> of April 2015 I attended at the premise together with Ms Hague in order to review the action plan. Also present was Mr Hancock and Mr West. Mr Hancock informed that Mr Jones was unable to attend. All 10 actions on the plan had been implemented by the premise and appeared to be working well. A further action was added relating to event posters which were advertising 16+ events - this being, any advertising/publicity for events allowing u/18's to specify id required, challenge scheme operating-no id no entry. All parties signed accordingly for discharge of action plan (dated 29/04/2015).

13. At 00.15hrs on 24<sup>th</sup> January 2016 a licensing visit was made by the police public order van patrol as a routine check. The officer attending stated that he spoke with the owner, David Hancock. He explained that there was around 60-70 customers inside the venue and all were good natured. He stated that he did not expect any more customers to attend that evening. There were a number of attendees outside the venue who appeared all of similar age, that being late teens and early 20's. Mr Hancock stated that there were no large groups and there had been no disturbances throughout the evening. Officers attended inside the venue and Mr Hancock's assessment was a fair estimate. The attendees inside were again between their late teens, early twenties with no apparent issues.

Mr Hancock was reminded regarding the noise levels and the requirement to reduce the volume of the music around 2am which he agreed to do. The door supervisor was also spoken to and was co-operative and engaging and

displaying the appropriate badge. Mr Hancock confirmed that in addition to the door supervisor, 6 members of staff were working for the event.

The premise was again checked at 01.30hrs and Mr Hancock spoken to again. He stated that the crowd had reduced by approximately half and there were now 40 customers inside. Officers went inside and Mr Hancock's assessment was roughly correct, the remaining crowd were good natured and no issues found.

14. At 23.30hrs on the 11<sup>th</sup> of March 2016 officers attended a report of a female and male struggling in the street. The female was spoken to who had stated she had been drinking in the premise and checks showed she was 16 years of age.

The female suggested to officers that further underage drinking was occurring inside. Officers conducted a walkthrough of the South Sea and approximately twelve other people were ejected as they could not prove their age and appeared to be under 18 years of age. Officers spoke to the staff and strongly advised to be more vigilant.

No complaint of assault was made and no further police action required.

15. On the 31<sup>st</sup> of March 2016 a multi-agency meeting took place at the premise to discuss the recent incident.

Present for the meeting Ms Hague (safeguarding), Mr Andy Ruston (Council Licensing), Louise Thomas (Environmental Health Officer), myself and from the premise was Mr Hancock and Mr West The DPS, Mr Jones was unable to attend due to daytime work commitments.

We discussed that a Temporary Event Notice had been received for an extension of hours for an event to take place on the 1/04/16. The premise have had the ten refused on the grounds that it was out of time. Mr Hancock was not aware of this and why, it was explained that it was due to the Easter break and that the working days for submission had not been adhered to therefore it was out of time.

Mr Hancock was informed of the reported incident which had occurred on the 11<sup>th</sup> of March related to a domestic dispute between a male and female on Spooner Road which the police attended. The female involved was found to

be 16yrs of age, was intoxicated and stated that she had been served alcohol in the premise. Officers had reported that they had entered the pub that same evening and conducted a walkthrough where approximately 12 customers were ejected as they couldn't provide ID and were believed to be under 18yrs of age. Mr West provided a copy of the incident log as he was working that evening. It read that the police had attended a domestic dispute on Spooner Road at 23.30hrs and removed 5 people as no id. 13 entries had been made for March in the log. A possible 17yr old which had been in the premise was believed to have been with the DJ.

Mr Hancock said that he was not happy with a member of door staff and wasn't sure whether this was why u/18's may have been able to gain entry. He stated he had asked for different door staff to see if this resolves the issue.

The matter of noise issues were dealt with by Ms Thomas as I had to leave for another meeting. I informed that the premise would be monitored by the police in relation to underage persons.

16. On the 3<sup>rd</sup> of June 2016 I received an e mail from Mr Hancock informing me that he had handed his months' notice in to the landlord for the premise. It is believed that the last event to be held by Mr Hancock at the premise will be the 25<sup>th</sup> of June 2016.

17. There have been numerous complaints of noise related to the premise from local residents over the years and these complaints have been dealt with by the Environmental Health Department.

I believe that the contents of this statement are true and I understand it may be placed before the court.

I also understand that the contents of this statement may be shared with agencies working in partnership with the South Yorkshire Police.

Signed..........

Dated.....23/06/16.....

(63)

**Rhodes Emma (CEX)**

---

**From:** Palmer Helena on behalf of licensingservice  
**Sent:** 04 July 2016 11:48  
**To:** Gough Jayne (CEX); Hollis Georgina (CEX); Triandafillithis Julia; Marshall Shelley; Proctor Matthew; Rhodes Emma (CEX); Ruston Andy (CEX); Wragg Martyn (NCC)  
**Subject:** FW: Review - South Sea Public House  
**Attachments:** image002.png; image003.png; SCBMFD02M16070410290.pdf; image001.png

-----Original Message-----

From: ANDREA MARSDEN [<mailto:Andrea.Marsden@southyorks.pnn.police.uk>]  
Sent: 04 July 2016 11:45  
To: licensingservice  
Cc: (GCSX) Hague Julie  
Subject: Review - South Sea Public House

Good morning,

please find additional evidence with regards to representations from South Yorkshire Police in relation to the forthcoming review for The South Sea Public House, Spooner Road, Broomhill.

I would be grateful if you would acknowledge receipt,

regards Andrea

Andrea Marsden  
South Yorkshire Police Licensing Enforcement Officer South Yorkshire Police Licensing  
Department Force Headquarters Carbrook House 5, Carbrook Hall Road, Sheffield,  
S9 2EH.

Email: [andrea.marsden@southyorks.pnn.police.uk](mailto:andrea.marsden@southyorks.pnn.police.uk)  
Phone: 0114 2523618 (int. 718618)  
Blackberry: 07833483507

Website address - [southyorks.police.uk](http://southyorks.police.uk)  
[cid:8EA20BE1-8E6B-44D8-9B2E-0783F0793F6C]<<https://www.facebook.com/southyorkshirepolice>>[cid:181718A5-1E5E-49CC-A81B-CD103A70BBD2]<<https://twitter.com/syptweet>>[cid:20AD02D5-DF01-4595-851A-0E8AD78810C0]<[http://www.youtube.com/user/SYPCommunications?feature=creators\\_corner-//s.ytimg.com/yt/img/creators\\_corner/YouTube/youtube\\_32x32.png](http://www.youtube.com/user/SYPCommunications?feature=creators_corner-//s.ytimg.com/yt/img/creators_corner/YouTube/youtube_32x32.png)>

"Please be advised that the content of e mails may be submitted as evidence to a licensing hearing should issues arising not be resolved. As such they will be passed onto the relevant parties involved in the hearing process. The local council may post them as part of this process on their website to which the public has access."

From: [CBMFD02M@southyorks.pnn.police.uk](mailto:CBMFD02M@southyorks.pnn.police.uk) [<mailto:CBMFD02M@southyorks.pnn.police.uk>]  
Sent: 04 July 2016 11:29



To: ANDREA MARSDEN  
Subject: Message from

Tackling child sexual exploitation is a priority for the Force and it is the responsibility of everyone to help spot the signs and say something.

For more information visit [www.southyorkshire.police.uk/spotthesigns](http://www.southyorkshire.police.uk/spotthesigns)

**BETWEEN**

**SOUTH YORKSHIRE POLICE**

Complainant

- and -

**South Sea Public House,  
3, Spooner Road, Broomhill.**

Respondent

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**WITNESS STATEMENT OF  
Andrea MARSDEN**

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1. I am a civilian Licensing Enforcement Officer, within South Yorkshire Police. I have worked in this role for approximately 5 years. As part of my role I am responsible for dealing with Licensing matters at premises within the Sheffield area.
2. Further to my statement dated 23<sup>rd</sup> June 2016, from information received from Police Constable 356 Molloy I can confirm that officers attended the South Sea Public House, Spooner Road on Saturday the 25<sup>th</sup> of June 2016. This date was the last event being held by the premise prior to closing.
3. The officer reported that a 17 year old female required an ambulance after it was reported that she had taken 'something' whilst inside the premise.
4. Whilst at the premise a male was arrested for being Drunk and Disorderly. After investigation it transpired that the male was only 16 years of age having gained entry by using a false identification. The male was dealt with by way of a caution.

I believe that the contents of this statement are true and I understand it may be placed before the court.

66

I also understand that the contents of this statement may be shared with agencies working in partnership with the South Yorkshire Police.

Signed.....*OM*.....

Dated.....*4.07.16*.....



# Appendix C

Hearing Notices

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**Notice of hearing to consider an application for review of premises licence and any relevant representations**

Julie Hague  
Licensing Project Manager  
Sheffield Safeguarding Children Board  
Sent by e-mail to [julie.hague@sheffield.gov.uk](mailto:julie.hague@sheffield.gov.uk)

The Sheffield City Council being the licensing authority, on the 6<sup>th</sup> June 2016 received an application for a review of Premises Licences in respect of premises known as South Sea, 3 Spooner Road, S10 5BL.

During the consultation period the Council received representations from South Yorkshire Police Licensing.

The Council now GIVES YOU NOTICE that the review will be considered at a hearing to be held in a meeting room at Sheffield City Council, The Town Hall, Pinstone Street, Sheffield S1 2HH, on **Thursday the 28<sup>th</sup> July 2016 at 10am**; following which the Council will issue a Notice of Determination of the Application for Review.

The documents which accompany this notice are the relevant representations which have been made, as defined in Section 52(7) of the Act.

The particular points on which the Council considers that it will want clarification at the hearing from a party are as follows:

- 1) The representations you have made with reference to these particular premises and the four core objectives.
- 2) You may also be asked questions by the parties to the hearing, relating to your representations.

**You should complete form LAR1 and return it to: The Licensing Service, Business Strategy and Regulation, Place Portfolio, Block C, Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD, within five (5) working days before the day or the first day on which the hearing is to be held.**

Dated 18<sup>th</sup> July 2016

Signed   
The officer appointed for this purpose

Please address any communications to:

The Licensing Service  
Business Strategy and Regulation  
Place Portfolio  
Block C, Staniforth Road Depot,  
Staniforth Road,  
Sheffield,  
S9 3HD.



---

**Notice of hearing to consider an  
application for review of premises  
licence and any relevant representations**

Andrea Marsden  
South Yorkshire Police Licensing  
Force HQ, Carbrook House  
Sent by e-mail to [Andrea.Marsden@southyorks.pnn.police.uk](mailto:Andrea.Marsden@southyorks.pnn.police.uk)

The Sheffield City Council being the licensing authority, on the 6<sup>th</sup> June 2016 received an application for a review of Premises Licences in respect of premises known as South Sea, 3 Spooner Road, S10 5BL.

During the consultation period the Council received representations from South Yorkshire Police Licensing.

The Council now GIVES YOU NOTICE that the review will be considered at a hearing to be held in a meeting room at Sheffield City Council, The Town Hall, Pinstone Street, Sheffield S1 2HH, on **Thursday the 28<sup>th</sup> July 2016 at 10am**; following which the Council will issue a Notice of Determination of the Application for Review.

The documents which accompany this notice are the relevant representations which have been made, as defined in Section 52(7) of the Act.

The particular points on which the Council considers that it will want clarification at the hearing from a party are as follows:

- 1) The representations you have made with reference to these particular premises and the four core objectives.
- 2) You may also be asked questions by the parties to the hearing, relating to your representations.

**You should complete form LAR1 and return it to: The Licensing Service, Business Strategy and Regulation, Place Portfolio, Block C, Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD, within five (5) working days before the day or the first day on which the hearing is to be held.**

Dated 18<sup>th</sup> July 2016

Signed   
The officer appointed for this purpose

Please address any communications to:

The Licensing Service  
Business Strategy and Regulation  
Place Portfolio  
Block C, Staniforth Road Depot,  
Staniforth Road,  
Sheffield,  
S9 3HD.

**Notice of hearing to consider an application for review of premises licence and any relevant representations**

Mr David Hancock  
South Sea Public House  
3 Spooner Road  
Sheffield  
S10 5BL  
Sent by e-mail to [bigsounduk@hotmail.co.uk](mailto:bigsounduk@hotmail.co.uk)

The Sheffield City Council being the licensing authority, on the 6th June 2016 received an application for a review of Premises Licences in respect of premises known as **South Sea, 3 Spooner Road, S10 5BL.**

During the consultation period the Council received representations from South Yorkshire Police Licensing.


The Council now GIVES YOU NOTICE that the review will be considered at a hearing to be held in a meeting room at Sheffield City Council, The Town Hall, Pinstone Street, Sheffield S1 2HH, on **Thursday the 28th July 2016 at 10am**; following which the Council will issue a Notice of Determination of the Application for Review. The documents which accompany this notice are the relevant representations which have been made, as defined in Section 52(7) of the Act.

The particular points on which the Council considers that it will want clarification at the hearing from a party are as follows:

- 1) Your response to the application for review, upon which you may ask and be asked questions by the parties to the hearing.
- 2) You may also be asked questions by the parties to the hearing, relating to the application made for review the Premises Licence.

**You should complete form LAR1 and return it to: The Licensing Service, Business Strategy and Regulation, Place Portfolio, Block C, Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD, within five (5) working days before the day or the first day on which the hearing is to be held.**

Dated 18<sup>th</sup> July 2016

Signed   
The officer appointed for this purpose

Please address any communications to:

The Licensing Service  
Business Strategy and Regulation  
Place Portfolio  
Block C, Staniforth Road Depot,  
Staniforth Road,  
Sheffield,  
S9 3HD.

# Appendix D

Regulations / Procedures

## NOTES

### Right of attendance, assistance and representation

15. Subject to regulations 14(2) and 25, a party may attend the hearing and may be assisted or represented by any person whether or not that person is legally qualified.

### Representations and supporting information

16. At the hearing a party shall be entitled to –
- (a) in response to a point upon which the authority has given notice to a party that it will want clarification under regulation 7(1)(d), give further information in support of their application, representations or notice (as applicable),
  - (b) if given permission by the authority, question any other party; and
  - (c) address the authority

### Failure of parties to attend the hearing

20. – (1) If a party has informed the authority that he does not intend to attend or be represented at a hearing, the hearing may proceed in his absence.
- (2) If a party who has not so indicated fails to attend or be represented at a hearing the authority may:–
- (a) where it considers it to be necessary in the public interest, adjourn the hearing to a specified date, or
  - (b) hold the hearing in the party's absence.
- (3) Where the authority holds the hearing in the absence of a party, the authority shall consider at the hearing the application, representations or notice made by that party.
- (4) Where the authority adjourns the hearing to a specified date it must forthwith notify the parties of the date, time and place to which the hearing has been adjourned.

### Procedure at hearing

21. Subject to the provisions of the Regulations, the authority shall determine the procedure to be followed at the hearing.
22. At the beginning of the hearing, the authority shall explain to the parties the procedure which it proposes to follow at the hearing and shall consider any request made by a party under regulation 8(2) for permission for another person to appear at the hearing, such permission shall not be unreasonably withheld.
23. A hearing shall take the form of a discussion led by the authority and cross-examination shall not be permitted unless the authority considers that cross-examination is required for it to consider the representations, application or notice as the case may require.
24. The authority must allow the parties an equal maximum period of time in which to exercise their rights provided for at regulation 16.
25. The authority may require any person attending the hearing who in their opinion is behaving in a disruptive manner to leave the hearing and may –
- (a) refuse to permit that person to return, or
  - (b) permit him to return only on such conditions as the authority may specify,
- but such a person may, before the end of the hearing, submit to the authority in writing any information which they would have been entitled to give orally had they not been required to leave.

## Regulation 8

- (1) A party shall give to the authority within the period of time provided for in the following provisions of this regulation a notice stating –
  - (a) whether he intends to attend or be represented at the hearing;
  - (b) whether he considers a hearing to be unnecessary
- (2) In a case where a party wishes any other person (other than the person he intends to represent him at the hearing) to appear at the hearing, the notice referred to in paragraph (1) shall contain a request for permission for such other person to appear at the hearing accompanied by details of the name of that person and a brief description of the point or points on which that person may be able to assist the authority in relation to the application, representations or notice of the party making the request.

- (3) In the case of a hearing under –

- (a) section 48(3)(a) (cancellation of interim authority notice following police objection), or
- (b) section 105(2)(a) (counter notice following police objection to temporary event notice),

the party shall give the notice no later than one working day before the day or the first day on which the hearing is to be held.

- (4) In the case of a hearing under –

- (a) section 167(5)(a) (review of premises licence following closure order),
- (b) paragraph 4(3)(a) of Schedule 8 (determination of application for conversion of existing licence), paragraph 16(3)(a) of Schedule 8 (determination of application for conversion of existing club certificate)
- (c) paragraph 26(3)(a) of Schedule 8 (determination of application by holder of justices' licence for grant of personal licence),

the party shall give the notice no later than two working days before the day or the first day on which the hearing is to be held.

- (5) In any other case, the party shall give the notice no later than five working days before the day or the first day on which the hearing is to be held.

**This procedure has been drawn up in accordance with the Licensing Act 2003 to assist those parties attending Licensing Committee hearings.**

1. The hearing before the Council is Quasi Judicial.
  2. The Chair of the Licensing Committee will introduce the Committee and ask officers to introduce themselves.
  3. The Chair will ask the applicants and other parties to formally introduce themselves.
  4. The Solicitor to the Committee will outline the procedure to be followed at the hearing.
  5. Hearing Procedure:-
    - (a) The Licensing Officer will introduce the report.
    - (b) Questions concerning the report can be asked by Members the applicant and other parties.
    - (c) The Licensing Officer will introduce the applicant for review (or his/her nominated representative) who will be asked to detail the application.
    - (d) Members may ask questions.
    - (e) The Licensing Officer will in turn introduce representatives for the other Responsible Authorities and Interested parties who will be asked to detail their relevant representations
    - (f) Members may ask questions
    - (g) With the leave of the Chair the licensee or his representative may cross examine the representatives of the applicant for review and the other Responsible Authorities and Interested Parties.
    - (h) The licensee (or his/her nominated representative) will then be asked to respond to the application and to any other representations made.
    - (i) The licensee (or his/her nominated representative) may then be asked questions by members and with the leave of the Chair from the other parties present.
    - (j) The applicant will then be given the opportunity to sum up the application.
    - (k) The representatives of the Responsible Authorities will be given the opportunity to sum up
    - (l) The licensee will be given the opportunity to sum up
    - (m) The Licensing Officer will then detail the options.
    - (n) There will then be a private session for members to take legal advice and consider the application.
  6. The decision of the Licensing Committee will be given in accordance with the requirements of the Licensing Act 2003 and regulations made there under.
- NB:
- 1) At any time in the Licensing Process Members of the Committee may request legal advice from the Solicitor to the Committee. This advice may be given in open session or in private.
  - 2) The Board Hearing will be held in public unless and in accordance with the Regulations the Committee determine that the public should be excluded.