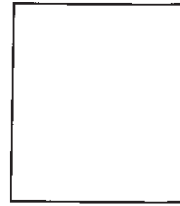




## SHEFFIELD CITY COUNCIL Committee Report



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

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**Date:** 23<sup>rd</sup> March 2015

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**Subject:** Licensing Act 2003  
Application for the review of a premises licence

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**Author of Report:** C Stephenson

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**Summary:** To consider an application for the review of a premises licence submitted by the 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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**REPORT OF THE CHIEF LICENSING OFFICER,  
HEAD OF LICENSING, TO THE LICENSING SUB COMMITTEE**

Ref No 16/15

**LICENSING ACT 2003**

**Review of Premises Licence**

**Breeze 110 John Street Sheffield S2 4QU**

**1.0 PURPOSE OF REPORT**

1.1 To consider an application for the review of a premises licence made under Section 51 of the Licensing Act 2003 in relation to Breeze 110 John Street Sheffield S2 4QU.

**2.0 THE APPLICATION**

2.1 The application is made by the Sheffield Safeguarding Children Board and was received by the Licensing Service on 2<sup>nd</sup> February 2015.

2.2 The grounds for the review are based on the following aspects of the 2003 Licensing Act objectives:-

- The protection of children from harm.

2.3 The application form is attached at Appendix 'A' and details further the grounds for the review application.

**3.0 REASONS FOR REFERRAL**

3.1 The Licensing Authority must under the Act refer any application for review to the Licensing Committee, unless it is withdrawn, or if representations are made by an interested party that the Licensing Authority are of the opinion that they are frivolous or vexatious.

3.2 The Licensing Authority has, during the representation period received representations from the following:-

- a) South Yorkshire Police Appendix 'B'

3.3 The applicant, the Premises Licence Holder and any other person that has made representations have been invited to attend the hearing. Copies of the front page of the notices are attached to this report labelled Appendix 'C'.

**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 'C'.

6.3 Attached at Appendix 'C' 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*

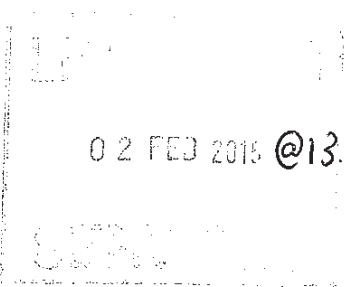
Steve Lonnia,  
Chief Licensing Officer, Head of Licensing  
Business Strategy and Regulation  
Place Portfolio  
Block C, Staniforth Road Depot  
Sheffield  
S9 3HD.

# Appendix A

The Application

AI

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



02 FEB 2015 @13:15

(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>Breeze, 110 John Street</b>	
Post town <b>Sheffield</b>	Post code <b>S2 4QU</b>
Telephone number (if any)	
Name of premises licence holder or club holding club premises certificate (if known) <b>Mr Saqib Altaf Hussain (Premises Licence Holder)</b>	
Number of premises licence or club premises certificate (if known) <b>SY 1935 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

A2

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

I am 18 years old or over

Please tick ✓ yes

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)

A3

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)

The application to review the premises licence is made under the core objective for the protection of children from harm under the Licensing Act 2003, on the grounds that despite continued attempts to work in partnership with the premises management, including two Licence Holders (Mr Janjua 2010 to April 2013 and Mr Saqib Hussain from April 2013 to date) and meeting repeatedly with Mr Saqib Hussain as the General Manager at the premises since 2010 to date, reports continue to be made to the Safeguarding Children Board that children are at risk at the premises because the safeguarding concerns remain unaddressed. The safeguarding concerns are that children and young people are allowed to access the premises which operates as an adult venue.



Please provide as much information as possible to support the application (please read guidance note 2)

The premise operates as a shisha lounge and is located in proximity to Sheffield city centre. The trade is for the sale and consumption of light refreshments and shisha tobacco products and the style of operation is advertised by the premises management as adult orientated (Annex A refers).

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Since the Safeguarding Children Board (SSCB) became involved with the premises in 2010, there has been a change of the trading name and of the licence holder: From 2010 to 24.4.13 the premises licence was held by Mr Majid Khalil Janjua and was managed by Mr Saqib Hussain while trading under the name of RAWAL; from 24.4.13 to date the premises licence has been held by Mr Saqib Hussain and has continued to be managed by Mr Saqib Hussain, now trading under the name of BREEZE. Throughout this period the SSCB has received complaints from professionals working in children's services, that children are at risk in this adult environment. Repeated attempts have been made by the SSCB to support the premises management to address the safeguarding issues and improve operational standards.

The Safeguarding Children Board seeks by this application, to address escalating concerns which have arisen under the current premises licence holder between May 2014 to January 2015. However due to the premise being consistently managed by Mr Saqib Hussain since 2010, background information has been included in the chronology (Annex B) to demonstrate that despite a change of licence holder and numerous interventions, the nature of the safeguarding concerns has been consistent and has persisted.

A range of interventions has been undertaken by the SSCB in response to complaints referred by parents/carers, police, and professionals working in children's services. This has included advice meetings, accompanied enforcement visits and training offers. Over a 4 year period, the safeguarding training, which is free of charge, has been generally refused by the premises management; it has been attended on only one occasion; this was by Mr Saqib Hussain and Mr Ahmed (18.4.12). The training is designed to assist operators to identify and manage risk in relation to children. In 2013, complaints temporarily subsided indicating some improvement in the management of the premises. However, in May 2014 complaints about the premises resumed and in January 2015 a referral was made to the SSCB by South Yorkshire Police, that vulnerable unaccompanied children are accessing the premises, smoking shisha and socializing/associating with adults. It is of serious concern that children continue to gain access to the venue despite Mr Saqib Hussain having attended the training and having been engaged in repeated safeguarding discussions. From discussions, it is evident that Mr Hussain is fully aware of the risks to children who are allowed access to an adult environment. However during visits to the premises it is evident that the venue is regularly operated under the supervision of duty managers, none of whom have been trained.

At every meeting between the SSCB and the premises management, management has claimed to operate an age restriction policy to prohibit access to persons under the age of 18. However, the definition of the admission policy appears to change from duty manager to duty manager and is not consistently implemented; for example, there is sometimes an exception of discretionary 'private parties'. In an attempt to clarify what policy is being enforced, unannounced joint agency licensing visits by officers of the SSCB, Police, Health Protection Service, Licensing Authority and Immigration have been made, however officers have been unable to gain immediate access to the premises and have been made to wait at the door under observation of the CCTV monitor for as long as 8 minutes. This delay has prevented instant observation of activity or the clientele inside the premises. On one occasion as the inspection team entered after waiting some minutes, a large number of customers (around 20) exited through the door as we tried to get in. A smoke machine was in operation and visibility was compromised due to the 'smoke'.

The SSCB is concerned that, despite repeated meetings, visits, training, the issuing of safeguarding advice, the supply of age verification and other safeguarding materials, the premises management has failed to evidence due diligence in relation to the core objective for the protection of children from harm. Children continue to access and socialise in this adult environment and there are escalating professional concerns that children are being exposed to significant risk of harm. The SSCB is particularly concerned that there remains no evidence that an effective age verification or restriction policy is being enforced to date, to protect children and young people from the risks of purchasing and smoking tobacco products or accessing an unsuitable adult environment. The failure to evidence the enforcement of an age verification scheme is also in breach of the licence condition (21) at Annex 2 of the premises licence which requires that "There must be adequate controls in place including staff training to safeguard against the sale of tobacco to persons under 18 years."

Due to the persistent and escalating concerns which have remained unaddressed by the premises management, the SSCB has no alternative but to request that the premises licence is reviewed in order to uphold the core objective to protect children from harm under 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 closed to the public.

Please tick ✓ yes

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

45

If yes, please state the date of that application

Day	Month	Year

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

ser  
ount

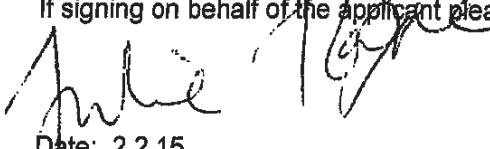
IT IS AN OFFENCE, LIABLE ON CONVICTION TO A FINE UP TO LEVEL 5 ON THE STANDARD SCALE [\*, ], UNDER SECTION 158 OF THE LICENSING ACT 2003 TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

AB

**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: 2.2.15

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, Howeden 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.

Annex II

46(B)

# Screenshot: Internet advertisement for Breeze Shisha Lounge, Sheffield

**About:**  
Breeze Shisha Lounge doing shisha in Sheffield.

**General Information**

- 110 John Street, Sheffield, S2 4QU
- 07424356073
- Monday to Saturday 4.30pm till late; Sunday 9pm till late

**Images**

**Travel & Parking**

- N/A
- Surrounding area

**Shisha Tobacco and Prices**

- Al Fakher, Starbuzz
- Starting at at £1.0 with valid new card

**Capacity, Age Restrictions and Other Information**

- 100+ on 2 floors
- 18+
- Hot and cold drinks, Sky TV

**Social Links**

- <https://www.facebook.com/pages/Breeze-Shisha-Lounge/131004119621048>

**TAGS**

**FEATURED LOUNGES**

*Boatou Nights*

*Al Fakher*

*HUGGAMUG*

*Rabi*

**A7**

Annex B

## Chronology of Intervention: Sheffield Safeguarding Children Board

Breeze Shisha Lounge, 110 John Street, Sheffield S2 4QU

Date	Incident / Intervention	Notes
23.12.10	<p>Joint agency visit convened by Licensing Authority. SSCB Licensing Project Manager advised Mr Janjua and Mr Hussain about a complaint that children are accessing premises. Discussed potential risks including health risk of children purchasing and smoking tobacco products and risk of unaccompanied minors socialising in an adult environment. SSCB advice was issued verbally and in writing (Annex C i refers) including to join the Council's Responsible Retailer scheme (free of charge and assists with due diligence).</p>	<p>Sheffield City Council (Trading Standards) confirmed that the premises has not joined the Responsible Retailer Scheme to date.</p>
26.4.11	<p>Letter to Mr Janjua requesting a follow up meeting on 11.5.11 to check safeguarding systems (Annex C ii refers) due to ongoing concerns.</p>	<p>No response.</p>
11.5.11	<p>SSCB Licensing Project Manager visited premises to attend prearranged meeting. No attendance by premises management, premises closed. Letter to Mr Janjua requesting urgent follow up meeting. (Annex C iii refers).</p>	<p>Telephone call from Mr Janjua arranging meeting for 19.5.11.</p>
19.5.11	<p>Meeting with Mr Janjua licence holder and Mr Hussain. Discussed complaint made to SSCB that dance events for young people had taken place at the premises. Mr Janjua and Mr Hussain agreed to attend training on 20.7.11. Verbal advice issued and confirmed in writing. (Annex C iv refers).</p>	
20.7.11	<p>Safeguarding risk management training session took place.</p>	<p>No one from the premises attended.</p>

AS

Annex B

1.12.11	<p>Unannounced joint agency visit to the premises including officers from the SSCB, Police, Licensing Authority in response to ongoing information that young females were frequenting the premises. There was approximately 8 minutes delay between requesting access (using a buzzer on an electronic security device on the door that has a CCTV camera monitoring it) and gaining access. On entering the premises a large number of people including around 5 who appeared to be younger than 21, exited through the same door as we entered. I observed that a smoke machine was operating in the lounge area and there was a sweet aroma which I associate to be the smell of shisha tobacco. I discussed a complaint with Mr Janjua, that children are accessing the premise at night and smoking tobacco products. Advised verbally and in writing (Annex C v refers) about potential breach of licence condition and failure to uphold core objective to protect children from harm by allowing children to access adult environment. Raised safeguarding concerns and urged to attend next training session in February 2012.</p>	
1.2.12	<p>Safeguarding risk management training session took place.</p>	<p>No one from the premises attended.</p>
3.3.12	<p>Complaint received by Licensing Authority was referred to SSCB that 14 year old girl visited the premises on the evening of 3.3.12 and was allowed to smoke shisha.</p>	<p>Multi agency meeting convened by Licensing Authority to investigate on 11.4.12.</p>
11.4.12	<p>Joint agency visit to premises. Discussed persistent complaints that children are accessing the premise at night and smoking tobacco products and socialising with adults. Advice about potential breach of licence condition and failure to uphold core objective to protect children from harm by allowing access to adult environment. Raised safeguarding concerns and urged to attend next training session on 18.4.12. Mr Hussain and one staff (Mr Ahmed) agreed to attend training. (Annex C vi refers.)</p>	
18.4.12	<p>Safeguarding risk management training session took place.</p>	<p>Mr Hussain and Mr Ahmed, staff, attended the training.</p>

A9

Annex B

6.8.12	SSCB Licensing Project Manager and Mr Ruston of Licensing Authority attended the premises to review the safeguarding systems. Mr Hussain and Mr Ahmed were present. It was confirmed that an improvement had been evidenced in the operation of safeguarding systems (refusals log and challenge scheme evidenced) and no further complaints had been received. (Annex C vii refers.)	
27.11.12	Letter from SSCB to Mr Janjua requesting meeting on 5.12.12 to investigate further complaints that children are accessing the premises and smoking shisha and that age checks are not undertaken. (Annex C viii refers.)	
3.12.12	Telephone message from Mr Janjua to rearrange the meeting on 5.12.12 due to a transfer of the business in to the name of Mr Saqib Hussain. Meeting therefore rearranged to 3.1.13. (Annex C ix refers).	
3.1.13	Telephone message from licence holder to cancel the meeting due to business still being in process of transfer.	
24.4.13	Premises licence holder formally changed to Mr Saqib Altaf Hussain.	
4.7.13	Training offer letter sent to new licence holder offering place on next available training session (17.7.13). (Annex C x)	No one attended the training.
24.3.14	Complaint made to the SSCB by a manager in children's services raising concerns that a child had disclosed regularly attending the premises. (Annex D i refers – CONFIDENTIAL AND RESTRICTED CIRCULATION ONLY.)	
6.4.14	SSCB request to Licensing Authority that an unannounced multi agency night time visit takes place to investigate activity and procedures currently operating at the premises.	

7.5.14	<p>In response to complaint in April and a further complaint from the children's services in May that a young person was frequenting the premises at night, an unannounced multi agency night time visit took place and was attended by the SSCB Licensing Project Manager. Approximately 5 minutes delay between requesting access and gaining access (using a buzzer on an electronic security device on the door that has a CCTV camera monitoring it). At the time of the visit a 19 year old male named Daniel Hussain (son of Saqib Hussain) was managing the premises and said that this was due to Saqib Hussain being out of the country. Daniel Hussain was not trained or briefed in risk management and did not appear to know what a risk assessment or refusal book was. I advised him to attend the safeguarding training on 9.10.14 and handed details in a letter to him. (Annex C v i.)</p> <p>Subsequent voicemail from Mr Saqib Hussain enquiring about the visit and stating that the premise would be closing for refurbishment during the next few weeks.</p>	
14.8.14	<p>Joint agency visit to refurbished and reopened premise. Discussed ongoing safeguarding concerns with Mr Saqib Hussain. Mr Hussain stated that Daniel Hussain would be taking on general management duties. SSCB Licensing Project Manager advised Daniel Hussain should attend next safeguarding session. Offer letter handed to Mr Saqib Hussain during the meeting for training on 9.10.14. (Annex C xi refers).</p>	
18.8.14	<p>Email to SSCB children's services raising concerns that a young person had disclosed that young males and females regularly attend the premises and associate with adults and may be at risk. (Annex D ii refers – CONFIDENTIAL AND RESTRICTED CIRCULATION ONLY)</p>	
26.9.14	<p>Telephone referral to SSCB and subsequent written referral of a complaint made to Trading Standards by member of public. The complainant alleged that Breeze is selling shisha products and allowing admittance to children as young as 12 and 13. Complainant alleged that they are not checking identification of children who are clearly younger than 18. (Annex D iv refers)</p>	<p>Advised Trading Standards that the premises had been visited in August due to similar complaints and would be revisited on 4.12.14.</p>



A11

Annex B

5.10.14	Letter to Mr Saqib Hussain, notifying that the training on 9.10.14 had been rescheduled to 3.12.14. (Annex Cxii refers)	No response.
12.11.14	Reminder letter sent to Mr Saqib Hussain, to urge attendance at the training on 3.12.14. (Annex C xiii refers)	No response.
3.12.14	Safeguarding risk management training session took place.	No one from the premises attended.
4.12.14	<p>Joint agency unannounced visit to BREEZE. Attending were representatives of Immigration, SY Police, Health Protection Service (lead agency), Licensing Authority, SSCB. There was a delay of around 5 or 6 minutes between requesting access and gaining access (buzzer on an electronic locking device on door located below CCTV camera). Premises were entered at 21:30hrs. 6 young adult males were present smoking shisha and inhaling helium balloons/nitrous oxide. The duty manager said his name was Saqib Hamid and that he had been managing premise since June 2014. He said that Saqib Hussain had told him to refuse admission to anyone who looks under 18. Raised concern that there was no evidence of a refusals log, Saqib Hamid did not know where to find the refusals log or what a refusals log looks like. He said he was aware that there was some training "soon" but had forgotten it was yesterday (3.12.14) and therefore did not attend. Saqib confirmed that he has not had any training other than instructions regarding the policy to not admit u18's. When questioned about a group of young adult males, Saqib said the group of males were using the premise for a "private party" however there was no evidence of a booking form and only 6 customers were present. When asked when the party was booked Saqib Hamid stated "3 days ago". However he was unable to confirm if any more guests were due to arrive and when questioned said it was not a party just "a lad's night out". At 21:40hrs 2 more adult males (age checked by police, they were both 18) arrived. They did not know whose party it was. During the visit the SSCB Licensing Project Manager observed approximately 5 shisha pipes in use and there were burning coals in</p>	

	<p>dishes on a table. 6 young adults were seated and openly misusing nitrous oxide ('laughing gas'). Young adults were seen smoking shisha inside premise. No signage for a challenge 21 scheme or similar. No refusals records. No staff training evidenced.</p> <p>Saaqib Hamid stated that he did not sell nitrous oxide but people were allowed to bring and misuse NPS on the premises. He was advised of the risks of legal highs and the urgent need for duty managers to attend safeguarding training and improve operating policies.</p> <p>At approx. 22:00hrs the Saqib Hussain attended at the premises and asked the purpose of the visit. SSCB Licensing Project Manager explained ongoing complaints of underage access and tobacco smoking and also expressed concern at the poor standard of safeguarding systems and compliance. Reiterated need for all managers to receive safeguarding training and for verbal training to be delivered as a priority. Concern raised that Saqib Hussain who has already attended the training had not effectively briefed staff about the necessary safeguarding procedures. Mr Saqib Hussain stated that staff had not attended the training on 3.12.14 as he had not received the letters giving details. Agreed to send further offer letter for next available course (February 2015).</p>	
30.12.14	<p>j) Training offer letter sent to Mr Saqib Hussain offering places on next available training (4.2.15). (Annex C v refers)</p>	<p>No response to date (30.1.15).</p>
7.1.15	<p>Meeting with specialist Police Officer DC Evans 1078 of South Yorkshire Police who reported concerns that a number of girls are frequenting the premises and associating with adult males. (Annex Diii refers – CONFIDENTIAL AND RESTRICTED CIRCULATION ONLY)</p>	
22.1.15	<p>Concerns raised to SSCB in an email from children's services that children are accessing and smoking at the premises. (Annex D v refers - CONFIDENTIAL AND RESTRICTED CIRCULATION ONLY)</p>	

*Phil Payne*  
21/2/15



Annex C:

~~AB~~  
A13

11.1.11

Mr Majid Janjua  
15 Montgomery Road  
SHEFFIELD S7 1LN

Address correspondence to:  
Julie Hague  
Sheffield Safeguarding Children Board -  
Licensing Project  
Floor 2  
Redvers House  
Union Street  
Sheffield S1 2JQ  
Telephone: 0114 2736753  
Email: [Julie.hague@sheffield.gov.uk](mailto:Julie.hague@sheffield.gov.uk)  
Fax: 0114 2734628

Dear Mr Janjua

**SAFEGUARDING CHILDREN & THE LICENSING ACT 2003: RAWAL, 110 JOHN STREET, SHEFFIELD**

Further to the Licensing Authority inspection visit at the above premises on 23.12.10, I am writing to provide further guidance to support you with the enforcement of the premises licence conditions. As discussed, the premises licence bears the following condition for the protection of children from harm:

- *There must be adequate controls in place including staff training to safeguard against the sale of tobacco to persons under 18 years (Annex 2, item 21 refers on the licence.)*

In order to ensure the environment remains safe and suitable for children and to prevent young people from purchasing tobacco products, it is important that the above condition is complied with. Failure to do so may result in a review of the premises licence. To assist you in operating the necessary systems, the following is advised:

1. A recognised Proof of Age Scheme must operate – I enclose with this letter a copy of the guidance produced by the Sheffield Safeguarding Children Board in partnership with South Yorkshire Police and Trading Standards to assist you in operating an effective scheme. I also enclose a Refusals Register for your assistance.
2. Proof of age materials may also be obtained from [info@validateuk.co.uk](mailto:info@validateuk.co.uk) to assist customers who do not have other types of acceptable identification.
3. Please note that the Sheffield City Council Trading Standards run a Responsible Retailer scheme which is free to join and provides due diligence materials including staff training records. If you wish to join the Responsible Retailer scheme, please contact Greg Ward on 0114 2736241.
4. You may also download proof of age and due diligence materials at the following websites: <http://www.noidnosale.com/>; or <http://www.drinkaware.co.uk/resources> ; or the Wine and Spirit Trade Association website at <http://www.wsta.co.uk>
5. A children and young people's risk assessment must be completed and this must inform your operating policy. For your assistance I enclose a risk assessment

document which should be completed and retained at the premises as part of your due diligence records. This should be made available to the authorities on request.

A14

I have written to you under separate cover to offer free training to assist you with compliance of the above licence conditions.

If you need further assistance please don't hesitate to contact me.

Yours sincerely

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

Cc Licensing Authority, Health Protection Service



ALS

26.4.11

Mr Majid Janjua  
15 Montgomery Road  
SHEFFIELD S7 1LN

Address correspondence to:  
Julie Hague  
Sheffield Safeguarding Children Board -  
Licensing Project  
Floor 2  
Redvers House  
Union Street  
Sheffield S1 2JQ  
Telephone: 0114 2736753  
Email: [Julie.hague@sheffield.gov.uk](mailto:Julie.hague@sheffield.gov.uk)  
Fax: 0114 2734628

Dear Mr Janjua

**SAFEGUARDING CHILDREN & THE LICENSING ACT 2003: RAWAL, 110 JOHN STREET, SHEFFIELD**

Further to the Licensing Authority inspection visit at the above premises on 23.12.10 and subsequent advice issued to you regarding systems for the protection of harm at the above premises, I am writing to request a meeting with you at the premises on **Wednesday 11<sup>th</sup> May at 11.30am**. The purpose of the meeting is to discuss the systems you now have in place for safeguarding children

If the proposed time/date of the meeting are not suitable for you, please contact me as soon as possible to reschedule the meeting.

Yours sincerely

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

Cc Licensing Authority  
SY Police

C111



A16

11.5.11

Address correspondence to:  
Julie Hague  
Sheffield Safeguarding Children Board -  
Licensing Project  
Floor 2  
Redvers House  
Union Street  
Sheffield S1 2JQ  
Telephone: 0114 2736753  
Email: [Julie.hague@sheffield.gov.uk](mailto:Julie.hague@sheffield.gov.uk)  
Fax: 0114 2734628

Mr Majid Janjua  
15 Montgomery Road  
SHEFFIELD S7 1LN

Dear Mr Janjua

**SAFEGUARDING CHILDREN & THE LICENSING ACT 2003: RAWAL, 110 JOHN STREET, SHEFFIELD**

Further to previous correspondence and my letter of 26.4.11, in which I requested a meeting with you this morning. The purpose of the meeting is to discuss safeguarding issues and compliance at the premises. As you did not attend the meeting or contact me to make alternative arrangements, I am writing to request your urgent co-operation and that you contact me within the next 7 days to arrange a suitable time to discuss the issues.

My contact details are at the top of this letter and I look forward to hearing from you soon.

Yours sincerely

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

Cc Licensing Authority; South Yorkshire Police

Annex C IV



A17

9.6.11

Mr Majid Janjua  
15 Montgomery Road  
SHEFFIELD S7 1LN

Address correspondence to:  
Julie Hague  
Sheffield Safeguarding Children Board -  
Licensing Project  
Floor 2  
Redvers House  
Union Street  
Sheffield S1 2JQ  
Telephone: 0114 2736753  
Email: [Julie.hague@sheffield.gov.uk](mailto:Julie.hague@sheffield.gov.uk)  
Fax: 0114 2734628

Dear Mr Janjua

**SAFEGUARDING CHILDREN & THE LICENSING ACT 2003: RAWAL, 110 JOHN STREET, SHEFFIELD**

Further to our meeting on 19<sup>th</sup> May, I am writing to confirm the key points of our discussion and the actions agreed in relation to safeguarding children and young people at the premises.

1. At our meeting, I explained that information has been provided to this service that young girls (aged 14 to 15 years) are frequenting the premises at night, unaccompanied by an adult and a discussion took place about the potential risks to children and young people at licensed premises if unaccompanied. You informed me that whilst children and young people are permitted unaccompanied in the downstairs café area and first floor lounge during the day, the premises operates a policy requiring children and young people to be accompanied by an adult at night and children and young people are not permitted in the smoking area at any time.
  
2. A discussion took place about the systems currently operating to ensure compliance with your licence conditions and how you ensure that a family friendly environment is provided. In light of this discussion I advised that the following systems should operate:
  - a. An age verification scheme must operate in compliance with the guidance provided by the Safeguarding Children Board, Police and Trading Standards. (I enclose a copy for your assistance.) This includes the maintenance of a refusals log and staff training records, as discussed. For your assistance I enclose a refusals log and two Challenge 21 posters and stickers.
  - b. A children and young people's risk assessment should be undertaken and this should be used to inform your operating policy. For your assistance I enclose a risk assessment which should be retained as part of your due diligence records.
  - c. A suitable member of staff should be assigned to the role of 'Children's Safeguarder' and act in accordance with the guidance and training provided by the Sheffield Safeguarding Children Board. Please note that free training is available to support you with this and has been previously offered to you and declined. I strongly recommend that the training is attended and have reserved two places as agreed, for yourself and Sakib Hussain to attend the training on 20.7.11, attached letter refers and provides further detail.

- d. Regular patrols of the premises should be undertaken, including external smoking areas, to monitor activity at the premises.
- e. An incident book should be maintained.
- f. For your assistance, I also enclose information about the laws relating to children involved in employment and/or entertainment at the premises. If you have any queries about children working, performing or entertaining at the premises please contact the Personalised Learning Service on (0114) 2735701 to ensure that the necessary permits/licences and safeguards are in place.

A18

I trust that the above is of assistance and look forward to seeing you at the training on 20.7.11.

If you have any queries about this letter or safeguarding children and young people at the premises, please don't hesitate to contact me.

Yours sincerely

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

Cc Licensing Authority  
SY Police





A19

23.12.11

Mr Majid Janjua  
15 Montgomery Road  
SHEFFIELD S7 1LN

Address correspondence to:  
Julie Hague  
Sheffield Safeguarding Children Board -  
Licensing Project  
Floor 2  
Redvers House  
Union Street  
Sheffield S1 2JQ  
Telephone: 0114 2736753  
Email: [Julie.hague@sheffield.gov.uk](mailto:Julie.hague@sheffield.gov.uk)  
Fax: 0114 2734628

Dear Mr Janjua

**SAFEGUARDING CHILDREN & THE LICENSING ACT 2003: RAWAL, 110 JOHN STREET, SHEFFIELD**

Further to the joint inspection visit at the above premises on 1.12.11, I am writing to confirm the key points of our discussion and the advice re-issued to you, to support you with the enforcement of the premises licence conditions and ensure that the premises provides a suitable, family friendly environment when children and young people are present.

1. You were informed that a complaint has been made to the Safeguarding Children Board Licensing Project that young people are frequenting the premises at night and smoking shisha. I note from my records that you have previously stated that persons under the age of 18 are not permitted at night. I therefore advise that a policy should be strictly enforced to prevent persons under the age of 18 accessing the premises after 20:00 hours.
2. I note that despite previous advice, I am concerned that during the visit to the premises on 1.12.11, a recognised proof of age scheme could not be evidenced: Signage was not displayed and you confirmed that staff training records are not maintained and refusals are not recorded. To assist with the enforcement of the policy advised at (1) above, the Challenge 25 scheme should operate in compliance with the guidance provided by the Sheffield Safeguarding Children Board in partnership with South Yorkshire Police and Trading Standards (copy attached to assist you in operating an effective scheme). I also enclose a Refusals Register for your assistance. The operating of this scheme will also assist you with ensuring measures are in place to prevent underage sales of tobacco, which is a requirement of your licence conditions.

If you require signage to promote your proof of age scheme, this can be obtained free of charge via your Licencewatch membership (telephone 0114 2758688 to join). You may also download proof of age and due diligence materials at the following websites: <http://www.noidnosale.com/>; or <http://www.drinkaware.co.uk/resources> ; or the Wine and Spirit Trade Association website at <http://www.wsta.co.uk>

I also note that despite previous advice, a children and young people's risk assessment has still not been completed. I advise that this should be undertaken as a priority and the outcome of the risk assessment should inform your operating policy and staff training. For your assistance I enclose a risk assessment document which should be completed and

retained at the premises as part of your due diligence records. This should be made available to the authorities on request.

I also note that despite previous advice and offer letters, the free training for safeguarding children and young people at licensed premises has not been attended by staff or management at the premises. I confirm that two places have been reserved on the next available training which is 1<sup>st</sup> February 2012. The attached letter provides further details.

A26

If you need further assistance please contact me. Meanwhile I look forward to hearing from you regarding which staff will be attending the training.

Yours sincerely

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

Cc Licensing Authority  
SY Police



12.4.12

Mr Majid Janjua  
15 Montgomery Road  
SHEFFIELD S7 1LN

Address correspondence to:  
Julie Hague  
Sheffield Safeguarding Children Board -  
Licensing Project  
Floor 2  
Redvers House  
Union Street  
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Telephone: 0114 2736753  
Email: [Julie.hague@sheffield.gov.uk](mailto:Julie.hague@sheffield.gov.uk)  
Fax: 0114 2734628

Dear Mr Janjua

**SAFEGUARDING CHILDREN & THE LICENSING ACT 2003:  
COMPLAINT: RAWAL, 110 JOHN STREET, SHEFFIELD**

Further to our meeting at the above premises yesterday, which was also attended by your colleagues Mr Hussain and Mr Ahmed, Mr Ruston of the Licensing Authority, Mr Ward of Trading Standards, PC Hamer, PC Tyree and Ms Payne of South Yorkshire Police. I am writing to confirm the key points of my discussion with you, the advice re-issued and the agreements made to support you with the enforcement of the premises licence conditions so that the premises provides a suitable, family friendly environment when children and young people are present.

1. You were informed by Mr Ruston that a complaint has been made to the Licensing Authority that a 14 year old girl visited the premises on 3.3.12 and was allowed to smoke shisha.
2. I discussed with you that similar complaints have previously been received by the Safeguarding Children Board about the premises and that you have already been advised on several occasions that action for improvement is required including the enforcement of a recognised age verification scheme. As you are aware, the scheme must comply with the criteria issued by the Responsible Authorities (a copy was previously provided to you and I enclose another copy with this letter) and your scheme must include staff training and training records. I note that you have recently started to record refusals (with refusals records starting in March 2012) and that Mr Ward has provided you with a refusals log.
3. To assist with improvement, Mr Ward has also provided you with signage in relation to smoking legislation and a Responsible Retailer pack to assist with staff training and training records. I have reissued by hand at our meeting, a letter offering free places for two of your staff to attend the multi agency training session in relation to safeguarding children. I note that Mr Zak Hussain and Mr Ish Ahmed will be attending the training on 18.4.12.
4. I note that your current risk assessment of the premises in relation to children and young people is that persons under the age of 18 years are prohibited at all times (unless they are attending a private party) due to the style and character of the premises when open to the general public.

5. In respect of private parties, I advised that children and young people should only be permitted to private, pre-booked, family orientated parties with the adults responsible for the party in attendance. I suggested that consideration should be given to the use of a booking form, including: the name and contact details of the adults responsible for the party; conditions of entry that all guests must provide an acceptable form of identification (photo driving licence, passport or card with the PASS logo); and that the party organiser will ensure that guests are aware of the law in relation to underage smoking and that a breach of the law may result in further action by the premises management.

A22

6. At our meeting you acknowledged that, whilst you have tried to operate a Challenge 21 scheme, young people may have 'slipped through the net'. I am concerned that unless systems are improved immediately to: (i) prevent persons under the age of 18 years from accessing the premises (due to the adult orientated environment) and (ii) to prevent underage sales of shisha tobacco, children and young people may be at risk of harm at the premises. I have therefore advised that immediate improvement is required.

Compliance with the above advice would ensure that your licence conditions are being appropriately interpreted and enforced and would promote the core objective of the Licensing Act 2003 for the protection of children from harm. Please note that failure to comply may result in a review of your premises licence.

If you need further assistance, please don't hesitate to contact me.

Yours sincerely

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

Cc Licensing Authority  
SY Police



A23

30.8.12

Mr Majid Janjua  
15 Montgomery Road  
SHEFFIELD S7 1LN

Address correspondence to:  
Julie Hague  
Sheffield Safeguarding Children Board -  
Licensing Project  
Floor 2  
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Telephone: 0114 2736753  
Email: [Julie.hague@sheffield.gov.uk](mailto:Julie.hague@sheffield.gov.uk)  
Fax: 0114 2734628

Dear Mr Janjua

**SAFEGUARDING CHILDREN & THE LICENSING ACT 2003:  
RAWAL, 110 JOHN STREET, SHEFFIELD**

Further to a meeting at the above premises on 6.8.12, which I attended with your colleagues Mr Hussain and Mr Ahmed, and Mr Ruston of the Licensing Authority. I am writing to confirm the key points of our discussion.

1. It was noted that an improvement has been made to your safeguarding systems including a policy prohibiting persons under the age of 18 years when the premise is open to the general public, a recognised age verification scheme including signage and refusals records and staff have attended the safeguarding training.
2. I confirmed that there have been no complaints since that which was previously reported to you.
3. In light of the above I have closed the complaint.

If you need further assistance regarding safeguarding children and young people, please don't hesitate to contact me.

Yours sincerely

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

Cc Licensing Authority



A24

27.11.12

Mr Majid Janjua  
15 Montgomery Road  
SHEFFIELD S7 1LN

Address correspondence to:  
Julie Hague  
Sheffield Safeguarding Children Board -  
Licensing Project  
Floor 2  
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Telephone: 0114 2736753  
Email: [Julie.hague@sheffield.gov.uk](mailto:Julie.hague@sheffield.gov.uk)  
Fax: 0114 2734628

Dear Mr Janjua

**THE LICENSING ACT 2003: PROTECTION OF CHILDREN FROM HARM  
COMPLAINT: RAWAL, 110 JOHN STREET, SHEFFIELD**

I am writing to inform you that complaints have been made to the Safeguarding Children Board as the Responsible Authority for the protection of children from harm, under the Licensing Act 2003. The complainants allege that children under the age of 18 years are accessing the premises and smoking shisha and that no age checks are being undertaken.

In order to investigate the complaint, I propose a meeting at the premises on **Wednesday 5<sup>th</sup> December at 2pm**. Please note that representatives from other Authorities will be attending the meeting.

If the proposed arrangements are not suitable please contact me immediately to rearrange. Otherwise I look forward to seeing you 5<sup>th</sup> December.

Yours sincerely

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

Cc Licensing Authority, Health Protection Service, South Yorkshire Police

Printer 018



A25

7.12.12

Mr Majid Janjua  
15 Montgomery Road  
SHEFFIELD S7 1LN

Address correspondence to:  
Julie Hague  
Sheffield Safeguarding Children Board -  
Licensing Project  
Floor 2  
Redvers House  
Union Street  
Sheffield S1 2JQ  
Telephone: 0114 2736753  
Email: [Julie.hague@sheffield.gov.uk](mailto:Julie.hague@sheffield.gov.uk)  
Fax: 0114 2734628

Dear Mr Janjua

**THE LICENSING ACT 2003: PROTECTION OF CHILDREN FROM HARM  
COMPLAINT: RAWAL, 110 JOHN STREET, SHEFFIELD**

Thank you for letting me know that you were unable to attend the meeting on 5<sup>th</sup> December as you were out of the country. I note your comments that the business is in the process of transferring to new management and that you will arrange for the new manager to meet with the responsible authorities to discuss recent complaints.

I am writing to propose that we meet on **Thursday 3<sup>rd</sup> January at 3.15pm**. Please note that representatives from other Authorities will be attending the meeting.

I trust this arrangement is suitable. I would be grateful if, in future voicemail messages, you could please leave a telephone number to expedite communication.

Yours sincerely

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

Cc Licensing Authority, Health Protection Service, South Yorkshire Police



4.7.13

Mr Saqib Hussain  
Licence Holder/Manager  
Breeze Shisha Bar  
110 John Street  
Sheffield

Address correspondence to:  
  
Julie Hague  
Sheffield Safeguarding Children Board  
- Licensing Project  
Floor 2  
Redvers House  
Union Street  
Sheffield S1 2JQ  
Telephone: 0114 2736753  
Email: [Julie.hague@sheffield.gov.uk](mailto:Julie.hague@sheffield.gov.uk)  
Fax: 0114 2734628

Dear Sir/Madam

**THE PROTECTION OF CHILDREN AT LICENSED PREMISES - LICENSING ACT 2003  
OFFER OF FREE STAFF TRAINING: BREEZE SHISHA BAR, 110 JOHN ST, SHEFFIELD**

I am writing to inform you that 2 places have been reserved on the multi-agency 'Safeguarding Children at Licensed Premises' training workshop, for yourself plus another responsible member of staff at the above premises. The workshop is free of charge and will take place as follows:

**Date: 17.7.13**  
**Time: 1.15pm to 5.15pm**  
**Venue: STADIA TECHNOLOGY PARK, 60 Shirland Lane, Sheffield S9 3SP**

The purpose of the workshop is to support you to operate the premises legally and responsibly, with due regard for the protection of children. It is important to attend the workshop in addition to any other training you may attend, as this training is recognised by the Sheffield Licensing Authority and will assist you with improving partnership work with the responsible authorities and finding out what services are available in Sheffield to help you; attendance will go towards your test of due diligence and help you to demonstrate that you are trying to address issues at the premises. Records of attendance will be maintained and shared with South Yorkshire Police, Sheffield City Council Trading Standards and the Licensing Authority.

Meanwhile, please ensure that the following systems are operating at the premises (immediate advice about age verification is available from Greg Ward, Trading Standards (0114 2736241):

- The Challenge 21 (OR 25) scheme: All staff must be trained to operate this, including managing confrontation, keeping a refusals log and knowledge of which types of identification are legitimate and acceptable.
- Staff training records must be maintained including the signature of trainees, details of the training delivered and dates, including refresher training.
- Signage to highlight the Challenge 21 OR 25 scheme and to highlight the law in relation to children and alcohol must be prominently displayed.
- A children and young people's risk assessment should be undertaken and this should inform your operating policy and staff training. Assistance with the risk assessment process including a risk assessment tool is available from the Sheffield Safeguarding Children Board (contact details above).

CONTINUED .../



A27

Materials such as posters and other signage to promote your proof of age scheme are also available to download from the internet at <http://www.noidnosale.com/>; or <http://www.drinkaware.co.uk/resources>. Proof of age materials may also be obtained from [info@validateuk.co.uk](mailto:info@validateuk.co.uk) to assist customers who do not have other types of acceptable identification.

**To secure a place please contact me on (0114) 2736753 not later than 10 JULY 2013 to confirm the name of the person who will attend. DELEGATES ATTENDING THE WORKSHOP MUST BRING PHOTO ID (passport or driving licence) IN ORDER TO OBTAIN A CERTIFICATE OF ATTENDANCE. Please let us know in advance if you have any special requirements to access the training.**

Yours sincerely

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



Annex C x1

A20

14.8.14

Mr Saqib Altaf Hussain  
84 Devonshire Road  
Dore  
Sheffield  
S17 3NW

Address correspondence to:

Julie Hague  
Sheffield Safeguarding Children Board  
- Licensing Project  
Floor 2  
Redvers House  
Union Street  
Sheffield S1 2JQ  
Telephone: 0114 2736753  
Email: [Julie.hague@sheffield.gov.uk](mailto:Julie.hague@sheffield.gov.uk)  
Fax: 0114 2734628

Dear Sir,

**THE PROTECTION OF CHILDREN AT LICENSED PREMISES - LICENSING ACT 2003  
BREEZE SHISHA LOUNGE, 110 JOHN STREET, SHEFFIELD S2 4QU**

Further to our meeting at the above premises this morning I am writing to confirm the key points of our discussion and agreements made.

1. I note that the premise has not been operating for some weeks having been temporarily closed due to refurbishment and that a date has not been scheduled yet to re-open.
2. We discussed a complaint that was made to the Safeguarding Children Board in May 2014, whereby an allegation had been made that a young person under the age of 18 was being admitted to the premises as a friend. I discussed this with your son at a meeting at the premises in June at which time he was responsible for managing the premises in your absence. I reiterated today the advice issued previously that the prohibition policy of young people under the age of 18 is applicable to all, including family friends/relatives etc. You confirmed that when the premises re-opens a strict 18+ policy will operate and staff will be trained to enforce this. You informed me that your son will have day to day management responsibility for the premises when it re-opens, in light of this I would strongly recommend that he attends the safeguarding training on 9.10.14.
3. You confirmed that when the premises re-opens a Challenge 21 policy will operate. You were advised to deliver refresher training for this scheme to all staff and that refusals records and signage need to be maintained as part of your due diligence.
4. You requested 2 places on the next available safeguarding training. I confirm that 2 places have been reserved for the training taking place on 9.10.14, please find enclosed a separate letter that gives you the details of the training time, venue etc.

Thank you for your time and I look forward to hearing from you with the names of the 2 staff who will be attending the safeguarding training on 9.10.14.

Yours sincerely

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



14.8.14

Mr Saqib Altaf Hussain  
84 Devonshire Road  
Dore  
Sheffield  
S17 3NW

Address correspondence to:

Julie Hague  
Sheffield Safeguarding Children Board  
- Licensing Project  
Floor 2  
Redvers House  
Union Street  
Sheffield S1 2JQ  
Telephone: 0114 2736753  
Email: [Julie.hague@sheffield.gov.uk](mailto:Julie.hague@sheffield.gov.uk)  
Fax: 0114 2734628

Dear Sir,

**THE PROTECTION OF CHILDREN AT LICENSED PREMISES - LICENSING ACT 2003  
OFFER OF FREE STAFF TRAINING: BREEZE SHISHA LOUNGE, 110 JOHN STREET,  
SHEFFIELD S2 4QU**

I am writing to inform you that 2 places have been reserved on the multi-agency 'Safeguarding Children at Licensed Premises' training workshop, for the designated premises supervisor and other such responsible members of staff at the above premises. The workshop is free of charge and will take place as follows:

**Date: 9.10.14**

**Time: 1.15pm to 5.15pm**

**Venue: STADIA TECHNOLOGY PARK, 60 Shirland Lane, Sheffield S9 3SP**

The purpose of the workshop is to support you to operate the premises legally and responsibly, **with due regard for the protection of children**. It is important to attend the workshop in addition to any other training you may attend, as this training is recognised by the Sheffield Licensing Authority and will assist you with improving partnership work with the responsible authorities and finding out what services are available in Sheffield to help you; attendance will go towards your test of due diligence and help you to demonstrate that you are trying to address issues at the premises. Records of attendance will be maintained and shared with South Yorkshire Police, Sheffield City Council Trading Standards and the Licensing Authority.

Meanwhile, please ensure that the following systems are operating at the premises (immediate advice about age verification is available from Greg Ward, Trading Standards (0114 2736241):

- The Challenge 21 (OR 25) scheme: All staff must be trained to operate this, including managing confrontation, keeping a refusals log and knowledge of which types of identification are legitimate and acceptable.
- Staff training records must be maintained including the signature of trainees, details of the training delivered and dates, including refresher training.
- Signage to highlight the Challenge 21 OR 25 scheme and to highlight the law in relation to children and alcohol must be prominently displayed.
- A children and young people's risk assessment should be undertaken and this should inform your operating policy and staff training. Assistance with the risk assessment process including a risk assessment tool is available from the Sheffield Safeguarding Children Board (contact details above).

Materials such as posters and other signage to promote your proof of age scheme are also available to download from the internet at <http://www.noidnosale.co.uk> or <http://www.drinkaware.co.uk/resources>.

Proof of age materials may also be obtained from [info@validateuk.co.uk](mailto:info@validateuk.co.uk) to assist customers who do not have other types of acceptable identification.

**To secure a place please contact me on (0114) 2736753 not later than 2<sup>nd</sup> October 2014 to confirm the name of the person who will attend. DELEGATES ATTENDING THE WORKSHOP MUST BRING PHOTO ID (passport or driving licence) IN ORDER TO OBTAIN A CERTIFICATE OF ATTENDANCE. Please let us know in advance if you have any special requirements to access the training.**

Yours sincerely

430

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



A31

5.10.14

Mr Saqib Altaf Hussain  
84 Devonshire Road  
Dore  
Sheffield  
S17 3NW

Address correspondence to:

Julie Hague  
Sheffield Safeguarding Children Board  
- Licensing Project  
Floor 2  
Redvers House  
Union Street  
Sheffield S1 2JQ  
Telephone: 0114 2736753  
Email: [Julie.hague@sheffield.gov.uk](mailto:Julie.hague@sheffield.gov.uk)  
Fax: 0114 2734628

Dear Sir,

**THE PROTECTION OF CHILDREN AT LICENSED PREMISES - LICENSING ACT 2003  
OFFER OF FREE STAFF TRAINING: BREEZE SHISHA LOUNGE, 110 JOHN STREET,  
SHEFFIELD S2 4QU**

I am writing to inform you the training scheduled for 9.10.14 at the STADIA TECHNOLOGY PARK, 60 Shirland Lane, Sheffield S9 3SP **HAS BEEN CANCELLED** due to unforeseen circumstances. The Safeguarding Children Board apologies for any inconvenience this may cause.

For your information, the training has been rescheduled as follows:

**Date: 3.12.14**

**Time: 1.15pm to 5.15pm**

**Venue: STADIA TECHNOLOGY PARK, 60 Shirland Lane, Sheffield S9 3SP**

If you wish to secure free places on the training on 3<sup>rd</sup> December 2014, please contact me on (0114) 2736753 **not later than 30 NOVEMBER 2014** to confirm the name of the person who will attend. DELEGATES ATTENDING THE WORKSHOP MUST BRING PHOTO ID (passport or driving licence) IN ORDER TO OBTAIN A CERTIFICATE OF ATTENDANCE. Please let us know in advance if you have any special requirements to access the training.

Yours sincerely

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



12.11.14

Mr Saqib Altaf Hussain  
84 Devonshire Road  
Dore  
Sheffield  
S17 3NW

Address correspondence to:

Julie Hague  
Sheffield Safeguarding Children Board  
- Licensing Project  
Floor 2  
Redvers House  
Union Street  
Sheffield S1 2JQ  
Telephone: 0114 2736753  
Email: [Julie.hague@sheffield.gov.uk](mailto:Julie.hague@sheffield.gov.uk)  
Fax: 0114 2734628

Dear Sir/Madam

**THE PROTECTION OF CHILDREN AT LICENSED PREMISES - LICENSING ACT 2003  
OFFER OF FREE STAFF TRAINING: Breeze Shisha Lounge, 110 John Street, Sheffield, S2 4QU**

I am writing to inform you that a place has been reserved on the multi-agency 'Safeguarding Children at Licensed Premises' training workshop, for the Designated Premises Supervisor or other responsible members of staff at the above premises. The workshop is free of charge and will take place as follows:

**Date: 3.12.14**

**Time: 1.15pm to 5.15pm**

**Venue: STADIA TECHNOLOGY PARK, 60 Shirland Lane, Sheffield S9 3SP**

The purpose of the workshop is to support you to operate the premises legally and responsibly, with due regard for the protection of children. It is important to attend the workshop in addition to any other training you may attend, as this training is recognised by the Sheffield Licensing Authority and will assist you with improving partnership work with the responsible authorities and finding out what services are available in Sheffield to help you; attendance will go towards your test of due diligence and help you to demonstrate that you are trying to address issues at the premises. Records of attendance will be maintained and shared with South Yorkshire Police, Sheffield City Council Trading Standards and the Licensing Authority.

Meanwhile, please ensure that the following systems are operating at the premises (immediate advice about age verification is available from Greg Ward, Trading Standards (0114 2736241):

- The Challenge 21 (OR 25) scheme: All staff must be trained to operate this, including managing confrontation, keeping a refusals log and knowledge of which types of identification are legitimate and acceptable.
- Staff training records must be maintained including the signature of trainees, details of the training delivered and dates, including refresher training.
- Signage to highlight the Challenge 21 OR 25 scheme and to highlight the law in relation to children and alcohol must be prominently displayed.
- A children and young people's risk assessment should be undertaken and this should inform your operating policy and staff training. Assistance with the risk assessment process including a risk assessment tool is available from the Sheffield Safeguarding Children Board (contact details above).

CONTINUED .../

Materials such as posters and other signage to promote your proof of age scheme are also available to download from the internet at <http://www.noidnosale.com/>; or <http://www.drinkaware.co.uk/resources>. Proof of age materials may also be obtained from [info@validateuk.co.uk](mailto:info@validateuk.co.uk) to assist customers who do not have other types of acceptable identification.

A33

**To secure a place please contact me on (0114) 2736753 not later than 30 NOVEMBER 2014 to confirm the name of the person who will attend. DELEGATES ATTENDING THE WORKSHOP MUST BRING PHOTO ID (passport or driving licence) IN ORDER TO OBTAIN A CERTIFICATE OF ATTENDANCE. Please let us know in advance if you have any special requirements to access the training.**

Yours sincerely

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



AMR C NV

A34

30.12.14

Mr Saqib Altaf Hussain  
84 Devonshire Road  
Dore  
Sheffield  
S17 3NW

Address correspondence to:

Julie Hague  
Sheffield Safeguarding Children Board  
- Licensing Project  
Floor 2  
Redvers House  
Union Street  
Sheffield S1 2JQ  
Telephone: 0114 2736753  
Email: [Julie.hague@sheffield.gov.uk](mailto:Julie.hague@sheffield.gov.uk)  
Fax: 0114 2734628

Dear Sir,

**THE PROTECTION OF CHILDREN AT LICENSED PREMISES - LICENSING ACT 2003  
BREEZE SHISHA LOUNGE, 110 JOHN STREET, SHEFFIELD S2 4QU**

Further to a multi-agency visit to the above premises on 4<sup>th</sup> December, I am writing to confirm the key points of the discussion with messrs Saaqib Hamid (manager) and Mr Saqib Hussain, to confirm the advice issued and agreements made.

1. We discussed recurring complaints that have made to the Safeguarding Children Board since May 2014, whereby allegations have been made that young persons under the age of 18 are being admitted to the premises and smoking tobacco products. It was confirmed that the premises operates an 18+ admission policy. I advised that it is imperative that staff are trained to enforce this and urged that staff who have day to day management responsibility for the premises should attend the next available safeguarding training session on 4.2.15. I advised that in the interim, Mr Saq Hussain should undertake a children and young people's risk assessment as he has already attended the safeguarding training and the outcome of this should inform the operating policy. Staff should be trained so that the safeguarding/age verification policies can be properly enforced. I raised concern that despite 2 offers of free training this year, none of the duty managers have yet attended. I confirmed that 2 places would be offered free of charge, please find attached the training offer letter which confirms the details.
2. Mr Hussain confirmed that a Challenge 21 policy operates, however there is no evidence of signage or a refusals log. You were advised to deliver refresher training for this scheme to all staff and that refusals records and signage need to be maintained as part of your due diligence.
3. During the visit on 4.12.14 a group of young adult males were observed to be misusing novel psychoactive substances (nitrous oxide / helium). The manager Mr Hamid stated that whilst novel psychoactive substances are not on sale at the premises, misuse of these products is allowed. I advised that the misuse of novel psychoactive substances bears risk and urged the premises management to



undertake the safeguarding training to improve awareness of risk management in relation to young or vulnerable customers.

If you have any queries about this letter please don't hesitate to contact me. Meanwhile, I look forward to hearing from you with the names of the 2 staff who will be attending the safeguarding training on 4.2.15.

*— no names as yet.*

**A35**

Yours sincerely

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



max ✓

A36

30.12.14

Mr Saqib Altaf Hussain  
84 Devonshire Road  
Dore  
Sheffield  
S17 3NW

Address correspondence to:

Julie Hague  
Sheffield Safeguarding Children Board  
- Licensing Project  
Floor 2  
Redvers House  
Union Street  
Sheffield S1 2JQ  
Telephone: 0114 2736753  
Email: [Julie.hague@sheffield.gov.uk](mailto:Julie.hague@sheffield.gov.uk)  
Fax: 0114 2734628

Dear Sir/Madam

**THE PROTECTION OF CHILDREN AT LICENSED PREMISES - LICENSING ACT 2003  
OFFER OF FREE STAFF TRAINING: Breeze Shisha Lounge, 110 John Street, Sheffield, S2 4QU**

I am writing to inform you that 2 places have been reserved on the multi-agency 'Safeguarding Children at Licensed Premises' training workshop, for the Designated Premises Supervisor or other responsible members of staff at the above premises. The workshop is free of charge and will take place as follows:

**Date: 4.2.15**

**Time: 1pm to 5pm**

**Venue: STADIA TECHNOLOGY PARK, 60 Shirland Lane, Sheffield S9 3SP**

The purpose of the workshop is to support you to operate the premises legally and responsibly, with due regard for the protection of children. It is important to attend the workshop in addition to any other training you may attend, as this training is recognised by the Sheffield Licensing Authority and will assist you with improving partnership work with the responsible authorities and finding out what services are available in Sheffield to help you; attendance will go towards your test of due diligence and help you to demonstrate that you are trying to address issues at the premises. Records of attendance will be maintained and shared with South Yorkshire Police, Sheffield City Council Trading Standards and the Licensing Authority.

Meanwhile, please ensure that the following systems are operating at the premises (immediate advice about age verification is available from Greg Ward, Trading Standards (0114 2736241):

- The Challenge 21 (OR 25) scheme: All staff must be trained to operate this, including managing confrontation, keeping a refusals log and knowledge of which types of identification are legitimate and acceptable.
- Staff training records must be maintained including the signature of trainees, details of the training delivered and dates, including refresher training.
- Signage to highlight the Challenge 21 OR 25 scheme and to highlight the law in relation to children and alcohol must be prominently displayed.
- A children and young people's risk assessment should be undertaken and this should inform your operating policy and staff training. Assistance with the risk assessment process including a risk assessment tool is available from the Sheffield Safeguarding Children Board (contact details above).

CONTINUED .../

Materials such as posters and other signage to promote your proof of age scheme are also available to download from the internet at <http://www.noidnosale.com/>; or <http://www.drinkaware.co.uk/resources>. Proof of age materials may also be obtained from [info@validateuk.co.uk](mailto:info@validateuk.co.uk) to assist customers who do not have other types of acceptable identification.

A37

**To secure a place please contact me on (0114) 2736753 not later than 31 JANUARY 2015 to confirm the name of the person who will attend. DELEGATES ATTENDING THE WORKSHOP MUST BRING PHOTO ID (passport or driving licence) IN ORDER TO OBTAIN A CERTIFICATE OF ATTENDANCE. Please let us know in advance if you have any special requirements to access the training.**

Yours sincerely

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



Annex C v 1

A38

7.5.14

Mr Saqib Altaf Hussain  
84 Devonshire Road  
Dore  
Sheffield  
S17 3NW

Address correspondence to:

Julie Hague  
Sheffield Safeguarding Children Board  
- Licensing Project  
Floor 2  
Redvers House  
Union Street  
Sheffield S1 2JQ  
Telephone: 0114 2736753  
Email: [Julie.hague@sheffield.gov.uk](mailto:Julie.hague@sheffield.gov.uk)  
Fax: 0114 2734628

Dear Sir,

**DELIVERED BY HAND & POST: 7.5.14**

Dear Sir

**THE PROTECTION OF CHILDREN AT LICENSED PREMISES - LICENSING ACT 2003  
OFFER OF FREE STAFF TRAINING: BREEZE SHISHA LOUNGE, 110 JOHN STREET,  
SHEFFIELD S2 4QU**

I am writing to inform you that 2 places have been reserved on the multi-agency 'Safeguarding Children at Licensed Premises' training workshop, for the designated premises supervisor and other such responsible members of staff at the above premises. The workshop is free of charge and will take place as follows:

**Date: 10.7.14**

**Time: 1.15pm to 5.15pm**

**Venue: STADIA TECHNOLOGY PARK, 60 Shirland Lane, Sheffield S9 3SP**

The purpose of the workshop is to support you to operate the premises legally and responsibly, **with due regard for the protection of children**. It is important to attend the workshop in addition to any other training you may attend, as this training is recognised by the Sheffield Licensing Authority and will assist you with improving partnership work with the responsible authorities and finding out what services are available in Sheffield to help you; attendance will go towards your test of due diligence and help you to demonstrate that you are trying to address issues at the premises. Records of attendance will be maintained and shared with South Yorkshire Police, Sheffield City Council Trading Standards and the Licensing Authority.

Meanwhile, please ensure that the following systems are operating at the premises (immediate advice about age verification is available from Greg Ward, Trading Standards (0114 2736241):

- The Challenge 21 (OR 25) scheme: All staff must be trained to operate this, including managing confrontation, keeping a refusals log and knowledge of which types of identification are legitimate and acceptable.
- Staff training records must be maintained including the signature of trainees, details of the training delivered and dates, including refresher training.
- Signage to highlight the Challenge 21 OR 25 scheme and to highlight the law in relation to children and alcohol must be prominently displayed.

- A children and young people's risk assessment should be undertaken and this should inform your operating policy and staff training. Assistance with the risk assessment process including a risk assessment tool is available from the Sheffield Safeguarding Children Board (contact details above).

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Materials such as posters and other signage to promote your proof of age scheme are also available to download from the internet at <http://www.noidnosale.com/>; or <http://www.drinkaware.co.uk/resources>. Proof of age materials may also be obtained from [info@validateuk.co.uk](mailto:info@validateuk.co.uk) to assist customers who do not have other types of acceptable identification.

**To secure a place please contact me on (0114) 2736753 not later than 1<sup>st</sup> JULY 2014 to confirm the name of the person who will attend. DELEGATES ATTENDING THE WORKSHOP MUST BRING PHOTO ID (passport or driving licence) IN ORDER TO OBTAIN A CERTIFICATE OF ATTENDANCE. Please let us know in advance if you have any special requirements to access the training.**

Yours sincerely

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

# Appendix B

South Yorkshire Police – Representation



South Yorkshire  
**POLICE**

B1

18 FEB 2015

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

18 February 2015

Dear Sir/Madam

**Re:- 110, John Street, Sheffield, S2 4QU.**

Please find attached representations made by South Yorkshire Police in relation to the Application for Review of the above premise licence submitted by the Sheffield Safeguarding Children Board.

We also wish to confirm that DC Evans will be attending the hearing.

Yours faithfully,

South Yorkshire Police Licensing Team

**South Yorkshire Police Central Licensing Team**  
**1<sup>st</sup> Floor**  
**Attercliffe Police Station**  
**Attercliffe Common**  
**Sheffield**  
**S9 2AD**

**0114 2523618 / 0114 2523163 / 0114 2523617**

**sheffield.liquor-licensing@southyorks.pnn.police.uk**

B2

**WITNESS STATEMENT**

**Criminal Procedure Rules, r 27.2; Criminal Justice Act 1967, s. 9; Magistrates' Courts Act 1980, s.5B**

URN

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Statement of Stephen Anthony Evans .....

Age if under 18 Over 18.... (If over 18 insert "over 18") Occupation: Detective Constable .....

This statement (consisting of 2. page(s) each signed by me) is true to the best of my knowledge and belief and I make it knowing that, if it is tendered in evidence, I shall be liable to prosecution if I have wilfully stated in it, anything which I know to be false, or do not believe to be true.

Signature S.Evans ..... (witness) Date: 17/02/2015..

Tick if witness evidence is visually recorded  (supply witness details on rear)

I am a Detective Constable in the South Yorkshire Police currently attached to the Sexual Exploitation Team located at Sheffield Futures, Star House, Sheffield.

Since September 2014, I have been involved in a lengthy investigation involving a vulnerable young teenage girl from the East side of the City, who is being exploited sexually by older males .

The female involved has previously been reported missing by parent's, returning home during the early hours.

The female has disclosed to the police and other professionals that she frequents a Shisha Bar near to London Road by the name of Breeze.

The premises have been identified as "Breeze" located on John Street, Sheffield.

Since the initial disclosure it has been established that further associates of this girl have started visiting the premises. The popularity of the premises increasing through word of mouth between the peer group. The age group of the girls identified is between 14 and 16 years.

They state they visit the premises on a weekly basis and engage in conversation with older men.

It has been suggested having overheard conversations between the girls that they are moved to a private room if the police attend the premises.

The girls enjoy going there, as they do not have to account for their age, they are allowed to drink, smoke and meet older males.

Signature: S.Evans ..... Signature Witnessed by: .....



Continuation of Statement of: Stephen Anthony Evans

From the information disclosed it is suggested that Friday afternoons are the most favourable time to attend and they stay until around 10pm.

The information disclosed by the girls raises concerns in respect to the safety of vulnerable children and highlights a risk in respect to the possibility of the females being sexually exploited.

Signature: S.Evans..... Signature Witnessed by: .....

# Appendix C

Hearing Notices / Regulations / Procedures

①

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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

The Sheffield City Council being the licensing authority, on the 2<sup>nd</sup> February 2014 received an application for a review of a Premises Licence in respect of premises known as Breeze 110 John Street Sheffield S2 4QU

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

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 the **23<sup>rd</sup> March 2015 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 application for review 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 application.

**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 10th March 2015

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.

C2

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

SYP Licensing Team  
Attercliffe Police Station  
60 Attercliffe Common  
SHEFFIELD  
S9 2AD

The Sheffield City Council being the licensing authority, on 2<sup>nd</sup> February 2015 received an application for a review of a Premises Licence in respect of premises known as Breeze 110 John Street Sheffield S2 4QU.

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

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 the **23<sup>rd</sup> March 2015 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 in connection with the review 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 10th March 2015

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 Saqib Altaf Hussain  
84 Devonshire Road  
Sheffield  
S17 3NW

The Sheffield City Council being the licensing authority, on the 2<sup>nd</sup> February 2015 received an application for a review of a Premises Licence in respect of premises known as Breeze 110 John Street Sheffield S2 4QU.

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

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 the **23<sup>rd</sup> March 2015 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 10<sup>th</sup> March 2015    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.

## NOTES

C4

### **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.

**LICENSING ACT 2003**

Premises: **Breeze**  
Type of App: **Review of a premises licence**  
Hearing Date: **23<sup>rd</sup> Monday 2014**

**Form LAR 1**  
**Regulation 8**

**Notice of actions following receipt of notice of hearing**

CS

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

I

Of

hereby confirm that I have received the Notice of Hearing dated **10th March 2015** and notify you as follows **(please complete)**:

- I intend to attend the hearing at 10.00am on **Monday 23<sup>rd</sup> March 2015**
- I do not intend to attend the hearing
- I intend to be represented at the hearing by: .....
- I do not intend to be represented at the hearing by:.....
- I consider the hearing to be unnecessary because: .....
- I request that .....should appear at the hearing and set out below the point or points on which this person may be able to assist the authority in relation to this application, representations or notice of the party making the request.

Dated: ..... Signed.....

Please see Regulation 8 overleaf

Please complete this form and return it to:  
Licensing Service, Sheffield City Council, Block C Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD.

Cl

## 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.

# Appendix D

Current licence

DI

## THE LICENSING ACT 2003

**Premises Licence No: SY 1935 PR      Issue No. 2.**

**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**

110 John Street  
Sheffield  
S2 4QU

**Telephone Number:** None

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

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

**Recorded Music**

Indoors

Sunday - Saturday                      18:00 to 24:00 hours

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

Sunday - Saturday                      23:00 to 24:00 hours

**The opening hours of the premises are**

Sunday - Saturday                      18:00 to 24:00 hours

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

N/A

### **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.

D2

**PART 2**

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

Mr Saqib Altaf Hussain  
84 Devonshire Road  
Dore  
Sheffield  
S17 3NW

**Telephone Number:** 0114 2365959

**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:**

N/A – None designated – premises do not supply alcohol

**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:** N/A – None designated  
**Issuing Authority:** N/A – None designated

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

Restricted

**This Premises Licence shall be in force from the 3 June 2010.**

**Issued on: 3 June 2010**

*Steve Lonnia*

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

<b>Sheffield City Council – For Office use only</b>	
Variation of Premises Licence	No: Issue Date:
Transfer of Premises Licence	No:1 Issue Date: 24/04/2013
Minor Variation	No: Issue Date:

## **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 Conditions effective from 6<sup>th</sup> April 2010:**

**These mandatory conditions apply where the licence authorises the supply of alcohol. The conditions in paragraph 1 to 3 do not apply where the licence authorises the sale by retail or supply of alcohol only for consumption off the premises.**

1. (1) The responsible person shall take all reasonable steps to ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
  - (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 in a manner which carries a significant risk of leading or contributing to crime and disorder, prejudice to public safety, public nuisance, or harm to children–
    - (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 (other than any promotion or discount available to an individual in respect of alcohol for consumption at a table meal, as defined in section 159 of the Act);

(c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less;

(d) provision of free or discounted alcohol in relation to the viewing on the premises of a sporting event, where that provision is dependent on—

- (i) the outcome of a race, competition or other event or process, or
- (ii) the likelihood of anything occurring or not occurring;

(e) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner.

2. The responsible person shall ensure that no alcohol is dispensed directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of a disability).

3. The responsible person shall ensure that free tap water is provided on request to customers where it is reasonably available.

### **Annex 1C - Mandatory Conditions effective from 1st October 2010:**

**These mandatory conditions apply where the licence authorises the supply of alcohol. The condition 5 does not apply where the licence authorises the sale by retail or supply of alcohol only for consumption off the premises.**

4. (1) The premises licence holder or club premises certificate holder shall ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol.  
 (2) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and a holographic mark.
5. The responsible person shall ensure that—
- (a) Where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—
    - (i) beer or cider: ½ pint;
    - (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
    - (iii) still wine in a glass: 125 ml; and
  - (b) Customers are made aware of the availability of these measures.

**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.
2. New floor surfaces in public areas and thoroughfares shall have a suitable non slip finish.
3. A satisfactory electrical certificate shall be provided for the premises.
4. A Building Regulation Completion certificate shall be submitted to the authority responsible for public safety.
5. No licensable activities will take place under the authority of the Licence until the authority has been notified that the premises are suitable. Any reasonable requirements of the public safety authority will be complied with in order to ensure that the premises are suitable for their intended use.
6. No customers apparently carrying open bottles upon entry shall be admitted to the premises at any times the premises are open to the public. Drinks may not be removed from the premises in open containers save for consumption in any external area provided for that purpose.
7. The management of the premises will liaise with Police on issues of local concern or disorder.
8. Where CCTV is installed with recording facilities such recordings shall be retained for a period of 31 days and made available within a reasonable time upon request by the police.
9. The maximum occupancy of the building (including staff) will be restricted to 40 persons.
10. To comply with the reasonable requirements of the fire officer from time to time.
11. The premises must have adequate safety and fire fighting equipment and such equipment will be maintained in good operational order.
12. Spillages and breakages will be removed as soon as possible to reduce the risk to patrons and staff.
13. Fire Exits and means of escape must be kept clear and in good operation condition.
14. Notices must be displayed at all exits and on the roof terrace requesting the public respect the needs of any local residents and not to cause any noise or disturbance to any such residents.

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15. Patrons will be encouraged by staff to leave quietly and respect the interests of the occupiers of any nearby noise sensitive premises. Patrons will be monitored when leaving at closing times.

16. Noise or vibration shall not emanate from the premises so as to cause a nuisance to nearby properties.

17. Odours from cooking operations shall not emanate from the premises so as to cause a nuisance to nearby properties.

18. There must be adequate controls in place including staff training to safeguard against the sale of tobacco to persons under 18 years.

19. Noise or vibration shall not emanate from the premises so as to cause a nuisance to nearby properties.

20. Odours from cooking operations shall not emanate from the premises so as to cause a nuisance to nearby properties.

21. There must be adequate controls in place including staff training to safeguard against the sale of tobacco to persons under 18 years.



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**Appendix 1**

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## LICENSING ACT 2003

### Premises Licence Summary Issue No. 2.

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 1935 PR

110 John Street  
Sheffield  
S2 4QU

Telephone Number: None

#### Licensable activities authorised by the licence:

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

###### Recorded Music

Indoors

Sunday - Saturday 18:00 to 24:00 hours

##### 2. Late Night Refreshment:

Sunday - Saturday 23:00 to 24:00 hours

#### The opening hours of the premises are

Sunday - Saturday 18:00 to 24:00 hours

#### 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:

N/A

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

Mr Saqib Altaf Hussain  
84 Devonshire Road  
Dore  
Sheffield  
S17 3NW

**Telephone:** 0114 2365959

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

N/A

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

N/A – None designated – premises do not supply alcohol

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

Restricted

**The Premises Licence shall be in force from 3 June 2010.**

**Issued on: 3 June 2010.**



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

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