



SHEFFIELD CITY COUNCIL Licensing Sub Committee Report



Report of: Chief Licensing Officer, Head of Licensing

Date: 8th August 2017

Subject: Licensing Act 2003

Author of Report: Emma Rhodes

Summary: To consider an application to grant a premises licence made under the Licensing Act 2003.

Domino's, 371-373 Ecclesall Road, Sheffield, S11 8PF

Recommendations: That members carefully consider the representations made and take such steps, as the Sub Committee consider necessary for the promotion of the Licensing Objectives.

Background Papers: Attached documents

Category of Report: OPEN

**REPORT OF THE CHIEF LICENSING OFFICER
(HEAD OF LICENSING) TO THE LICENSING SUB COMMITTEE
LICENSING ACT 2003**

Ref No 94/17

Domino's Pizza, 371-373 Ecclesall Road, Sheffield, S11 8PF

1.0 PURPOSE OF REPORT

1.1 To consider an application for the grant of a premises licence made under section 17 of the Licensing Act 2003.

2.0 THE APPLICATION

2.1 The applicant is DPSK Limited.

2.2 The application, which was received on 23rd June 2017, is attached to this report labelled Appendix 'A'.

3.0 REASONS FOR REFERRAL

3.1 Representations concerning the application have been received from the following and are attached at Appendix B:-

- No 3 - Public

3.2 Responsible Authorities, namely South Yorkshire Police have agreed conditions with the applicant during the consultation period. The objectors to the application have been made aware of these conditions either by e-mail or by post. A copy of these conditions are attached at appendix 'C'.

3.3 The applicant and objectors have been invited to attend the hearing. Copies of the front page of the notices are attached to this report labelled Appendix 'D'.

4.0 ADDITIONAL INFORMATION

4.1 Officers have attempted to mediate in this matter, but unfortunately this has been unsuccessful and therefore must be heard by the Licensing Sub-Committee. Further details can be provided at the hearing upon request.

5.0 FINANCIAL IMPLICATIONS

5.1 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.

6.0 THE LEGAL POSITION

6.1 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.

6.2 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.

7.0 HEARINGS REGULATIONS

7.1 Regulations governing hearings under the Licensing Act 2003 have been made by the Secretary of State.

7.2 The Licensing Authority has provided all parties with the information required in the Regulations to the 2003 Act as set out at Appendix 'D'.

7.3 Attached at Appendix 'D' is the following: -

- a) a copy of the Notice of Hearing;
- b) the rights of a party provided in Regulations 15 and 16;
- c) the consequences if a party does not attend or is not represented at the hearing
- d) the procedure to be followed at the hearing.

8.0 APPEALS

8.1 The Licensing Act 2003 section 181 and Schedule 5 makes provision for appeals to be made by the applicant and those making representations against decisions of the Licensing Authority to the Magistrates' Court.

9.0 RECOMMENDATIONS

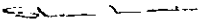
9.1 That Members carefully consider the representations made and take such steps as the Sub Committee consider appropriate for the promotion of the Licensing Objectives.

10.0 OPTIONS OPEN TO THE COMMITTEE

10.1 To grant the premises licence in the terms requested.

10.2 To grant the premises licence with conditions.

10.3 To reject the whole or part of the application.


Stephen Lonnia
Chief Licensing Officer
Head of Licensing

Appendix A

Application

A1

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



PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

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

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

I/We DPSK LTD
(Insert name(s) of applicant)

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

Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description	
371 - 373 ECCLESALL RD	
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <p style="margin: 0;">LICENSING</p> <p style="margin: 0;">23 JUN 2017</p> </div>	
Post town	SHEFFIELD S1
Postcode	S11 8PF
Telephone number at premises (if any)	01142 669988
Non-domestic rateable value of premises	£ 44,750

Part 2 - Applicant Details

Please state whether you are applying for a premises licence as

Please tick as appropriate

- | | |
|---|--|
| <p>a) an individual or individuals *</p> <p>b) a person other than an individual *</p> <p style="padding-left: 20px;">i. as a limited company</p> <p style="padding-left: 20px;">ii. as a partnership</p> <p style="padding-left: 20px;">iii. as an unincorporated association or</p> <p style="padding-left: 20px;">iv. other (for example a statutory corporation)</p> <p>c) a recognised club</p> <p>d) a charity</p> <p>e) the proprietor of an educational establishment</p> <p>f) a health service body</p> | <p><input type="checkbox"/> please complete section (A)</p> <p><input checked="" type="checkbox"/> please complete section (B)</p> <p><input type="checkbox"/> please complete section (B)</p> <p><input type="checkbox"/> please complete section (B)</p> <p><input type="checkbox"/> please complete section (B)</p> <p><input type="checkbox"/> please complete section (B)</p> <p><input type="checkbox"/> please complete section (B)</p> <p><input type="checkbox"/> please complete section (B)</p> <p><input type="checkbox"/> please complete section (B)</p> |
|---|--|

- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales please complete section (B)
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England please complete section (B)
- h) the chief officer of police of a police force in England and Wales please complete section (B)

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

Please tick yes

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

(A) INDIVIDUAL APPLICANTS (fill in as applicable)

<input type="checkbox"/> Mr	<input type="checkbox"/> Mrs	<input type="checkbox"/> Miss	<input type="checkbox"/> Ms	Other Title (for example, Rev)	
Surname			First names		
I am 18 years old or over				<input type="checkbox"/> Please tick yes	
Current postal address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
I am 18 years old or over				<input type="checkbox"/> Please tick yes	
Current postal address if different from premises address					
Post town		Postcode			
Daytime contact telephone number					
E-mail address (optional)					

(B) OTHER APPLICANTS

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

Name	DPSK LTD.
Address	FORTUNE HOUSE CRABTREE OFFICE VILLAGE EGHAM SURREY TW20 8RT
Registered number (where applicable)	08966461
Description of applicant (for example, partnership, company, unincorporated association etc.)	LIMITED COMPANY.
Telephone number (if any)	01784 601230.
E-mail address (optional)	LL55@DOMINOSFR.COM

Part 3 Operating Schedule

A4

When do you want the premises licence to start?

DD	MM	YYYY
21	07	2017

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

DD	MM	YYYY

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

AS PER ATTACHED PLANS .
 PIZZA DELIVERY TAKEAWAY.

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

N/A.

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

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

Provision of regulated entertainment

Please tick any that apply

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

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

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

In all cases complete boxes K, L and M

A

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

B

Films Standard days and timings (please read guidance note 6)			<u>Will the exhibition of films take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<u>Please give further details here</u> (please read guidance note 3)		
Tue					
Wed			<u>State any seasonal variations for the exhibition of films</u> (please read guidance note 4)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Sat					
Sun					

C

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

D

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

E

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

F

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

G

A8

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

H

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

I

Late night refreshment Standard days and timings (please read guidance note 6)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish			
Mon	2300	0500	Please give further details here (please read guidance note 3)		
Tue	2300	0500			
Wed	2300	0500	State any seasonal variations for the provision of late night refreshment (please read guidance note 4)		
Thur	2300	0500			
Fri	2300	0500	Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list (please read guidance note 5)		
Sat	2300	0500			
Sun	2300	0500			

J

Supply of alcohol Standard days and timings (please read guidance note 6)			Will the supply of alcohol be for consumption – please tick (please read guidance note 7)	On the premises	<input type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			State any seasonal variations for the supply of alcohol (please read guidance note 4)		
Tue					
Wed					
Thur			Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 5)		
Fri					
Sat					
Sun					

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

Name	
Address	
Postcode	
Personal licence number (if known)	
Issuing licensing authority (if known)	

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 8).

L

<p>Hours premises are open to the public Standard days and timings (please read guidance note 6)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Day</th> <th style="width: 15%;">Start</th> <th style="width: 15%;">Finish</th> </tr> </thead> <tbody> <tr> <td>Mon</td> <td>1100</td> <td>0500</td> </tr> <tr> <td>Tue</td> <td>1100</td> <td>0500</td> </tr> <tr> <td>Wed</td> <td>1100</td> <td>0500</td> </tr> <tr> <td>Thur</td> <td>1100</td> <td>0500</td> </tr> <tr> <td>Fri</td> <td>1100</td> <td>0500</td> </tr> <tr> <td>Sat</td> <td>1100</td> <td>0500</td> </tr> <tr> <td>Sun</td> <td>1100</td> <td>0500</td> </tr> </tbody> </table>	Day	Start	Finish	Mon	1100	0500	Tue	1100	0500	Wed	1100	0500	Thur	1100	0500	Fri	1100	0500	Sat	1100	0500	Sun	1100	0500	<p>State any seasonal variations (please read guidance note 4)</p> <div style="border: 1px solid black; height: 150px; width: 100%;"></div> <p>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list (please read guidance note 5)</p>
Day	Start	Finish																							
Mon	1100	0500																							
Tue	1100	0500																							
Wed	1100	0500																							
Thur	1100	0500																							
Fri	1100	0500																							
Sat	1100	0500																							
Sun	1100	0500																							

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

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

WE WILL ENSURE ALL SAFETY PROCEDURES ARE ADHERED TO AT ALL TIMES. SHOULD ANYBODY DISPLAY ANY DISORDERLY CONDUCT THEY WILL BE BANDED FROM THE PREMISES AND THE LOCAL AUTHORITIES NOTIFIED. ALL STAFF WILL BE TRAINED - FAILURE TO COMPLY WILL LEAD TO DISMISSAL.

b) The prevention of crime and disorder

WE HAVE A NO GLASS POLICY - NO DRINKS ARE AVAILABLE FOR CONSUMPTION FROM GLASS BOTTLES. WE HAVE A DIGITAL CCTV SYSTEM AND IS FULLY AVAILABLE TO THE LOCAL AUTHORITIES AT ANY TIME.

c) Public safety

ANY INCIDENTS SHALL BE RECORDED AND REPORTED IMMEDIATELY. AND A LOG WILL BE KEPT ONGOING. REGULAR HEALTH & SAFETY RISK ASSESSMENTS WILL BE CONDUCTED. PATRONS ARE DISCOURAGED FROM CONGREGATING OUTSIDE THE PREMISES.

d) The prevention of public nuisance

ALL WINDOWS & DOORS WILL BE KEPT SHUT AT ALL TIMES TO PREVENT NOISE NUISANCE. ALL DRIVERS WILL ENSURE THAT THEY TURN OFF ALL MUSIC AND DO NOT USE THEIR HORNS AFTER 11PM. WE WILL CONDUCT THE BUSINESS IN LINE WITH DEMAND MANAGEMENT AGREEMENT.

e) The protection of children from harm

ANY CHILDREN SHALL BE ACCOMPANIED BY AN ADULT AT ALL TIMES.

A12

Checklists:

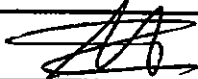
Please tick to indicate agreement

- I have made or enclosed payment of the fee.
- I have enclosed the plan of the premises.
- I have sent copies of this application and the plan to responsible authorities and others where applicable.
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.
- I understand that I must now advertise my application.
- I understand that if I do not comply with the above requirements my application will be rejected.

IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING 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.

Part 4 – Signatures (please read guidance note 10)

Signature of applicant or applicant’s solicitor or other duly authorised agent (see guidance note 11).
If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	22/6/17
Capacity	H.R. MANAGER

For joint applications, signature of 2nd applicant or 2nd applicant’s solicitor or other authorised agent (please read guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 13)

LISA LEE UNIT 6 WATBOUNDOLES BUSINESS FARM BROUGHTON RD PARK, SALFORD			
Post town	MILTON KEYNES	Postcode	MK17 8BU
Telephone number (if any)	01784 601230		
If you would prefer us to correspond with you by e-mail, your e-mail address (optional) LEE @ DOLLINS FR . COM			

Appendix B

Public Objections - No 3

Hollis Georgina (CEX)

From: vivsmith [REDACTED]
Sent: 26 July 2017 12:17
To: Hollis Georgina (CEX)
Subject: Re: Domino's Pizza, 371-373 Ecclesall Road

Dear Georgina

My comments to your recent email:-

Litter picks up to 100metres do not solve the problem of half eaten pizzas in boxes being dumped in our front gardens and on our streets. Are the litter picks going to continue all night.

I am also concerned about the idea of delivery service at night when the premises has clearly been chosen because it is likely to have many inebriated people leaving the nearby pubs and bars and those in town and walking along the road during the evening/night. If it was going to be primarily a delivery premises, why is the site on Ecclesall Road with parking restrictions with so many bars nearby? Therefore I consider collection will be a considerable part of the late night business.

Other takeaway establishments along the road have been refused late night opening, even at appeal, so it would seem to allow this establishment to open all night.

Vivienne Smith

vivsmith [REDACTED]

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

From: Hollis Georgina (CEX) <Georgina.Hollis@sheffield.gov.uk>
To: Undisclosed recipients;;
Sent: Thu, 20 Jul 2017 10:33
Subject: RE: Domino's Pizza, 371-373 Ecclesall Road

Good Morning,

Further to the below email, I am able to confirm that the applicant has agreed to the following condition :-

"Litter picks will be conducted throughout the day and the evening within a 100 metre radius of the premises"

The applicant also states that the premises will operate primarily as a delivery service during the late evening / early morning with collection available to customers.

I would be grateful if you could provide your comments in relation to the above.

Kind Regards

Georgina

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

From: Hollis Georgina (CEX)
Sent: 19 July 2017 15:28
Cc: Marshall Shelley; Crawshaw Michael (CEX)
Subject: Domino's Pizza, 371-373 Ecclesall Road

Dear Sir / Madam,

Rhodes Emma (CEX)

From: vivsmith [REDACTED]
Sent: 10 July 2017 17:23
To: licensingservice
Subject: Dominos Pizza Ecclesall Road licence application

Categories: Matt Proctor, Mick Crawshaw

Re: Domino's Pizza; 371-3 Ecclesall Road.

I write to oppose the grant of a Take away licence for Late night refreshment from 2300 – 0500. on the grounds of anti-social behaviour.

Takeaway food comes in containers which we frequently find strewn along our streets and in out front gardens. Increasing the length of hours can only increase this problem, along with the likely noise from the consumers of the pizzas. Half eaten food left is not a pleasant or safe thing to find and have to clear up (no regular street cleans for this in our area). I assume Dominos will not be providing street cleaning services for us every morning.

I therefore believe that this public nuisance should be avoided, and that the latest closing time, in line with other hot food take-aways in this residential area, should be 2330.

Vivienne Smith
Secretary
Botanical Gate Community Association
■ Thompson Road
Sheffield
S11 8RB
[vivsmith@\[REDACTED\]](mailto:vivsmith@[REDACTED])

Hollis Georgina (CEX)

From: Mike West <mike.west@██████████>
Sent: 20 July 2017 17:08
To: Hollis Georgina (CEX)
Cc: bgca@yahoogroups.com
Subject: RE: Domino's Pizza, 371-373 Ecclesall Road

Good afternoon

Thank you for the extra information from the Applicants.

We were pleased to learn of their plans to litter pick within a 100m radius of the premises, and their policy to keep windows and doors shut at all times.

However their actions will not extend to dealing with the noise created by customers walking and eating along Ecclesall Road and surrounding streets, nor to the litter created when they finish eating. These effects will inevitably add to the existing public nuisance, especially during the proposed hours of business from 2330 until 0500. Therefore we oppose these hours of business and request that the licence is granted until 2330.

Yours etc

Mike West and Pam West; ████ Walton Road S11 8RE.

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

From: Hollis Georgina (CEX) [mailto:Georgina.Hollis@sheffield.gov.uk]
Sent: 20 July 2017 10:33
To: Undisclosed recipients:
Subject: RE: Domino's Pizza, 371-373 Ecclesall Road

Good Morning,

Further to the below email, I am able to confirm that the applicant has agreed to the following condition :-

"Litter picks will be conducted throughout the day and the evening within a 100 metre radius of the premises"

The applicant also states that the premises will operate primarily as a delivery service during the late evening / early morning with collection available to customers.

I would be grateful if you could provide your comments in relation to the above.

Kind Regards

Georgina

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

From: Hollis Georgina (CEX)
Sent: 19 July 2017 15:28
Cc: Marshall Shelley; Crawshaw Michael (CEX)
Subject: Domino's Pizza, 371-373 Ecclesall Road

Dear Sir / Madam,

I am emailing to confirm receipt of your representation received relating to the application made by Domino's Pizza for a premises licence to be granted under the Licensing Act 2003.

The last date for comments on the application is 21st July, I am emailing to inform you to advise that the application will be referred to the Licensing Sub-Committee for a decision to be made if the representations cannot be resolved between the applicant and the objectors. I am therefore writing to advise you that the applicant has offered a number of conditions within their operating procedure to address some of the core objectives under the Licensing Act 2003 and have attached a copy of the operating schedule for you to look at.

I am also emailing to advise that the applicant has agreed with South Yorkshire Police that a 30 day recording CCTV system to the specification of South Yorkshire Police will be fitted and maintained in the premises at all times that the premises are open to the public.

Whilst I appreciate your representation relates to current issues in the area relating to noise nuisance and littering, I must point out that these exiting issues do not relate to a new premises and that your representation must be based on evidence and you will be invited to attend a hearing to put forward any evidence to support your representation.

I will be requesting details from the applicant on what measures they propose to put in place to ensure that any litter deriving from their premises is collected from neighbouring properties and hope that they can offer a condition suitable that would address this point that you have made.

I would be grateful if you could provide me with your comments before 21st July if possible.

Kind Regards

Georgina

Georgina Hollis
Licensing Enforcement & Technical Officer Licensing Service Business Strategy & Regulation Block C, Staniforth Road
Depot Staniforth Road, Sheffield, S9 3HD.

Telephone: 0114 2734264

Fax: 0114 2734073

Email: licensing@sheffield.gov.uk www.sheffield.gov.uk

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Rhodes Emma (CEX)

From: Mike West <mike.west [REDACTED]>
Sent: 10 July 2017 17:00
To: licensingservice
Cc: bgca@yahogroups.com
Subject: Domino's Pizza

Categories: Matt Proctor, Mick Crawshaw

From Mr Michael West and Mrs Pamela West
[REDACTED] Walton Road, Sheffield S11 8RE
10th July 2017

Re: Domino's Pizza; 371-3 Ecclesall Road.

We write to oppose the grant of a Take away licence for Late night refreshment from 2300 – 0500. Whilst such operating hours may be acceptable for city centre locations (as part of the "24hour city") this location is not suitable. From this address outward in Ecclesall Road there are residential streets on both sides. The primary market for those seeking take away pizzas during these hours will be people who have been enjoying largely non-food establishments, including bars, elsewhere. Many will then walk along Ecclesall Road, creating noise to the disturbance of residents.

It is not possible for the management of Domino's to inhibit the noise thus created, nor the inevitable litter of empty/ part finished pizza boxes.

We strongly believe that this public nuisance should be avoided, and that the latest closing time, in line with other hot food take aways in this residential area, should be 2330.

Michael West
Pamela West



Virus-free. www.avast.com

B3(r)

Hollis Georgina (CEX)

From: Ellie <ellieben@██████████>
Sent: 21 July 2017 10:34
To: Hollis Georgina (CEX)
Subject: Re: Domino's Pizza, 371-373 Ecclesall Road

Dear Georgina,

Thanks for the further information.

The litter picking is a welcome initiative, however it doesn't address the noise nuisance issues caused by customers arriving and leaving late at night.

I am happy for the application to be approved but with an earlier closing time of 11.30pm. Any later would be unfair on other businesses in the area who close earlier (in line with residents wishes). The addition of Dominos as a possible (unsociably early morning) stop on the way home from a night out would mean people walking home via dominos or stopping their taxis at dominos. Both add street noise and traffic to a residential area and cause sleepless nights for those living nearby.

It's nice that Dominos would train their staff to call the police and will add a CCTV system to South Yorkshire Police standards. That they are doing so as a matter of course suggests they expect problems to occur.

In reality there is no need to create a situation to increase the possibility of calling the police in the middle of the night in a residential area. There is no social benefit to opening most of the night and a probability of social harm. Any harm can be avoided by the business closing at 11.30pm.

Yours sincerely

Ellie Bennett
(Please redact my contact details in any publication of this communication)

Sent from my iPhone

> On 20 Jul 2017, at 10:33, Hollis Georgina (CEX) <Georgina.Hollis@sheffield.gov.uk> wrote:
>
> Good Morning,
>
> Further to the below email, I am able to confirm that the applicant has agreed to the following condition :-
>
> "Litter picks will be conducted throughout the day and the evening within a 100 metre radius of the premises"
>
> The applicant also states that the premises will operate primarily as a delivery service during the late evening / early morning with collection available to customers.
>
> I would be grateful if you could provide your comments in relation to the above.
>
> Kind Regards
>
> Georgina
>
>

> -----Original Message-----
> From: Hollis Georgina (CEX)
> Sent: 19 July 2017 15:28
> Cc: Marshall Shelley; Crawshaw Michael (CEX)
> Subject: Domino's Pizza, 371-373 Ecclesall Road
>
> Dear Sir / Madam,
>
> I am emailing to confirm receipt of your representation received relating to the application made by Domino's Pizza for a premises licence to be granted under the Licensing Act 2003.
>
> The last date for comments on the application is 21st July, I am emailing to inform you to advise that the application will be referred to the Licensing Sub-Committee for a decision to be made if the representations cannot be resolved between the applicant and the objectors. I am therefore writing to advise you that the applicant has offered a number of conditions within their operating procedure to address some of the core objectives under the Licensing Act 2003 and have attached a copy of the operating schedule for you to look at.
>
> I am also emailing to advise that the applicant has agreed with South Yorkshire Police that a 30 day recording CCTV system to the specification of South Yorkshire Police will be fitted and maintained in the premises at all times that the premises are open to the public.
>
> Whilst I appreciate your representation relates to current issues in the area relating to noise nuisance and littering, I must point out that these exiting issues do not relate to a new premises and that your representation must be based on evidence and you will be invited to attend a hearing to put forward any evidence to support your representation.
>
> I will be requesting details from the applicant on what measures they propose to put in place to ensure that any litter deriving from their premises is collected from neighbouring properties and hope that they can offer a condition suitable that would address this point that you have made.
>
> I would be grateful if you could provide me with your comments before 21st July if possible.
>
> Kind Regards
>
> Georgina
>
>
> _____
>
> Georgina Hollis
> Licensing Enforcement & Technical Officer Licensing Service Business Strategy & Regulation Block C, Staniforth Road Depot Staniforth Road, Sheffield, S9 3HD.
>
> Telephone: 0114 2734264
> Fax: 0114 2734073
> Email: licensing@sheffield.gov.uk www.sheffield.gov.uk

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> P Please don't print this e-mail unless you really need to

>
>
>
>

B3(c)

Crawshaw Michael (CEX)

From: Delamore Lindsey on behalf of licensingservice
Sent: 13 July 2017 11:29
To: Crawshaw Michael (CEX)
Subject: FW: Licensing objection Dominos Pizza 371-373 Ecclesall Rd

From: EllieBennett [mailto:EllieBennett@sheffield.gov.uk]
Sent: 13 July 2017 11:15
To: licensingservice
Subject: Licensing objection Dominos Pizza 371-373 Ecclesall Rd

Dear Sir/Madam,

I'd like to oppose the application for a takeaway license for late night refreshment from 2300-0500.

This address (371-373 Ecclesall Rd) is situated in a residential area where there are already restrictions on late night selling of food.

This extension would result in attracting people on their way home from bars/clubs who are then highly likely to walk along the rest of Ecclesall rd creating a noise nuisance.

As someone living only 0.3 miles away (just off Ecclesall Rd), I can tell you we already have enough problems getting to sleep with all the taxi activity throughout the night - adding in drunken pizza eaters would be a nightmare.

Ellie Bennett

Walton Rd, Sheffield, S11 8RE (Please withhold my address and email address from all public documents)

Appendix C

Agreed conditions

Crawshaw Michael (CEX)

From: Delamore Lindsey on behalf of licensingservice
Sent: 12 July 2017 15:24
To: Crawshaw Michael (CEX)
Subject: FW: Premise licence application-371-373 Ecclesall Road
Attachments: CCTV Min spec July 2016.doc

From: SHEFFIELD_Licensing [mailto:Sheffield.Liquor-Licensing@southyorks.pnn.police.uk]
Sent: 12 July 2017 15:21
To: licensingservice
Subject: FW: Premise licence application-371-373 Ecclesall Road

Hi All,

Following receipt of the above new grant, we have now received agreement to the additional condition below:

•A CCTV system to the specification of South Yorkshire Police will be fitted, maintained and in use at all times whilst the premises are open (in line with specification July 2016) . The CCTV images will be stored for 30 days and police and authorised officers of the council will be given access to images for purposes in connection with the prevention and detection of crime and disorder. Members of the management team will be trained in the use of the system.

Thanks

Lucy

Sheffield Licensing Section
 South Yorkshire Police
 Force Headquarters
 Carbrook House
 5 Carbrook Hall Road
 Sheffield
 S9 2EH
 Licensing Team
 Lucy Adams 0114 2523617 internal 718617
 Tracey Klein 0114 2523948 internal 718948
 Andrea Marsden 0114 2523618 internal 718618
 Cheryl Topham 0114 2523163 internal 718163
 Alicia Marsden 0114 2523111 internal 718 111
 Daniel Barraclough 0114 2523556 internal 718556
 John O'Malley internal 714308

Fax 0114 2523688 Internal 8688
<http://www.southyorkshire.police.uk/>



Please be advised that the content of emails may be submitted as evidence to a Licensing hearing should issues arising not be resolved. The Local Council may post them as part of the process on their Website which has public access.

To find out who your local Safer Neighbourhood Team officer is, how to contact them, and to find out what's happening in your area enter your postcode at <http://neighbourhood.southyorks.police.uk>

Appendix D

Hearing notices and Regulations

DI



**Notice of hearing of representations
in respect of the following application:
LA03 Premises Licence Application**

Lisa Lee
DPSK Ltd
Unit G Whitsundoles Business Farm Park
Broughton Road
Salford
Milton Keynes
MK17 8BU

Sent via email: LLee@Dominosfr.com

The Sheffield City Council being the licensing authority, on the **23rd June 2017** received an application in respect of the premises known as;

Domino's Pizza, 371-373 Ecclesall Road, Sheffield, S11 8PF

During the consultation period, the Council received representations from the following authorities / interested parties:

- **Members of the Public**

on the likely effect of this application on the promotion of the licensing objectives, should it be granted.

The Council now **GIVES YOU NOTICE** that representations 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 **8TH August 2017 11.15am**; following which the Council will issue a notice of determination of the application.

The documents which accompany this notice are the relevant representations which have been made, as defined in Section 35(5) 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 representations made, 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 your application for a licence.

Please complete the attached form LAR1 and return it to: **Licensing Service, Sheffield City Council, 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: 27th July 2017

Signed:

A handwritten signature in black ink, appearing to read 'Emma Rhodes'.

Emma Rhodes

The officer appointed for this purpose
Licensing Enforcement and Technical Officer

Please address any communications to: Licensing Service, Sheffield City Council, Block C Staniforth Road Depot Staniforth Road Sheffield S9 3HD. licensing@sheffield.gov.uk

LICENSING ACT 2003

Premises : Domino's Pizza, 371-373 Ecclesall Road, Sheffield, S11 8PF
Hearing Date, 8th August 2017 at 11.15

DZ

Form LAR 1
Regulation 8

Notice of actions following receipt of notice of hearing

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

I Lisa Lee (on behalf of DPSK Ltd)

Of Unit G Whitsundoles Business Farm Park, Broughton Road, Salford, Milton Keynes MK17 8BU.

hereby confirm that I have received the Notice of Hearing dated 27th July 2017 and notify you as follows **(please complete)**:

I intend to attend the hearing at Town Hall Sheffield on 8th August 2017 11.15am

I do not intend to attend the hearing

I intend to be represented at the hearing by:

I consider the hearing to be unnecessary because:

.....

I request thatshould 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.

licensing@sheffield.gov.uk



**Notice of hearing of representations
in respect of the following application:
LA03 Premises Licence Application**

Michael & Pamela West
Walton Road
Sheffield
S11 8RE

Sent via email: mike.west@██████████

The Sheffield City Council being the licensing authority, on the **23rd June 2017** received an application in respect of the premises known as;

Domino's Pizza, 371-373 Ecclesall Road, Sheffield, S11 8PF

During the consultation period, the Council received representations from the following authorities / interested parties:

- **Members of the Public**

on the likely effect of this application on the promotion of the licensing objectives, should it be granted.

The Council now **GIVES YOU NOTICE** that representations 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 **8TH August 2017 11.15am**; following which the Council will issue a notice of determination of the application.

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Dated: 27th July 2017

Signed: 
Emma Rhodes
The officer appointed for this purpose
Licensing Enforcement and Technical Officer

Please address any communications to: Licensing Service, Sheffield City Council, Block C Staniforth Road Depot Staniforth Road Sheffield S9 3HD. licensing@sheffield.gov.uk

LICENSING ACT 2003

Premises Domino's Pizza, 371-373 Ecclesall Road, Sheffield S11 8PF
Hearing Date: 8th August 2017 at 11.15

D4

Form LAR 1
Regulation 8

Notice of actions following receipt of notice of hearing

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

I/WE Michael & Pamela West

Of **Walton Road, Sheffield, S11 8RE**

hereby confirm that I have received the Notice of Hearing dated 27th July 2017 and notify you as follows **(please complete)**:

I intend to attend the hearing at Town Hall Sheffield on 8th August 2017 11.15am

I do not intend to attend the hearing

I 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.

licensing@sheffield.gov.uk

**Notice of hearing of representations
in respect of the following application:
LA03 Premises Licence Application**

Ellie Bennett
Walton Road
Sheffield
S11 8RE

Sent via email: EllieBen[REDACTED]

The Sheffield City Council being the licensing authority, on the **23rd June 2017** received an application in respect of the premises known as;

Domino's Pizza, 371-373 Ecclesall Road, Sheffield, S11 8PF

During the consultation period, the Council received representations from the following authorities / interested parties:

- **Members of the Public**

on the likely effect of this application on the promotion of the licensing objectives, should it be granted.

The Council now **GIVES YOU NOTICE** that representations 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 **8TH August 2017 11.15am**; following which the Council will issue a notice of determination of the application.

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- 1) Your response to the representations made, 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 your application for a licence.

Please complete the attached form LAR1 and return it to: **Licensing Service, Sheffield City Council, 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: 27th July 2017

Signed: 
Emma Rhodes
The officer appointed for this purpose
Licensing Enforcement and Technical Officer

Please address any communications to: Licensing Service, Sheffield City Council, Block C Staniforth Road Depot Staniforth Road Sheffield S9 3HD. licensing@sheffield.gov.uk

Db

Form LAR 1
Regulation 8

Notice of actions following receipt of notice of hearing

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

I **Ellie Bennett**

Of **Walton Road, Sheffield, S11 8RE**

hereby confirm that I have received the Notice of Hearing dated 27th July 2017 and notify you as follows **(please complete)**:

I intend to attend the hearing at Town Hall Sheffield on 8th August 2017 11.15am

I do not intend to attend the hearing

I intend to be represented at the hearing by:

I consider the hearing to be unnecessary because:
.....

I request thatshould 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.

licensing@sheffield.gov.uk



**Notice of hearing of representations
in respect of the following application:
LA03 Premises Licence Application**

Vivienne Smith
Botanical Gate Community Association
Thompson Road
Sheffield
S11 8RB

Sent via email: vivsmith[REDACTED]

The Sheffield City Council being the licensing authority, on the **23rd June 2017** received an application in respect of the premises known as;

Domino's Pizza, 371-373 Ecclesall Road, Sheffield, S11 8PF

During the consultation period, the Council received representations from the following authorities / interested parties:

- **Members of the Public**

on the likely effect of this application on the promotion of the licensing objectives, should it be granted.

The Council now **GIVES YOU NOTICE** that representations 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 **8TH August 2017 11.15am**; following which the Council will issue a notice of determination of the application.

The documents which accompany this notice are the relevant representations which have been made, as defined in Section 35(5) 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 representations made, 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 your application for a licence.

Please complete the attached form LAR1 and return it to: **Licensing Service, Sheffield City Council, 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: 27th July 2017

Signed: 
Emma Rhodes
The officer appointed for this purpose
Licensing Enforcement and Technical Officer

Please address any communications to: Licensing Service, Sheffield City Council, Block C Staniforth Road Depot Staniforth Road Sheffield S9 3HD. licensing@sheffield.gov.uk

LICENSING ACT 2003

Premises Domino's Pizza 371-373 Ecclesall Road Sheffield, S11 8PF
Hearing Date: 8th August 2017 at 11.15

D8

Form LAR 1
Regulation 8

Notice of actions following receipt of notice of hearing

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

I Vivienne Smith

Of Botanical Gate Community Association, Thompson Road, Sheffield, S11 8RB

hereby confirm that I have received the Notice of Hearing dated 27th July 2017 and notify you as follows **(please complete)**:

I intend to attend the hearing at Town Hall Sheffield on 8th August 2017 11.15am

I do not intend to attend the hearing

I intend to be represented at the hearing by:

I consider the hearing to be unnecessary because:
.....

I request thatshould 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.

licensing@sheffield.gov.uk

Right of attendance, assistance and representation

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

Representations and supporting information

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

Failure of parties to attend the hearing

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

Procedure at hearing

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

Regulation 8

D10

- (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.

Licensing Act 2003 – Hearing Procedure – Regulation 7 (1)

D11

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 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 both by Members and the applicant.
 - (c) The Licensing Officer will introduce in turn representatives for the Responsible Authority and Interested Parties who will be asked to detail their relevant representations.
 - (d) Members may ask questions of those parties
 - (e) With the leave of the Chair the applicant or his representative may cross examine the representatives of the Responsible Authorities and Interested Parties.
 - (f) The applicant/licensee (or his/her nominated representative) will then be asked to:-
 - (i) detail the application;
 - (ii) provide clarification on the application and respond to the representations made.
 - (g) The applicant/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.
 - (h) The applicant will then be given the opportunity to sum up the application.
 - (i) The Licensing Officer will then detail the options.
 - (j) 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 Committee Hearing will be held in public unless and in accordance with the Regulations the Committee determine that the public should be excluded.