## **LICENSING ACT 2003 SUB COMMITTEE MEETING**

Date: Friday 7 June 2019

Time: 10.00 am

Venue: Town Hall, High Street, Maidstone

Membership:

Councillors Garten, B Hinder and Joy

The Chairman will assume that all Members will read the reports before attending the meeting. Officers are asked to assume the same when introducing reports.

AGENDA Page No.

- 1. Disclosures by Members and Officers
- 2. Disclosures of Lobbying
- 3. To consider whether any items should be taken in private because of the possible disclosure of exempt information
- 4. Application for a Premises Licence to be granted under the 1 49 Licensing Act 2003 for the W House, Warehouse, Rear of 11-15 Week Street, Maidstone, Kent, ME14 1QW

**Issued on Thursday 30 May 2019** 

**Continued Over/:** 

Alison Broom, Chief Executive

Alisan Brown



# Agenda Item 4

Agenda Item No: 1 - Summary of Report

Licence Reference 19/00989/LAPRE

Report To: LICENSING SUB – COMMITTEE

(UNDER THE LICENSING ACT 2003)

Date: 18<sup>TH</sup> MAY 2019

Report Title: THE W HOUSE, WAREHOUSE, REAR OF 11-15 WEEK STREET,

**MAIDSTONE, KENT, ME14 1QW** 

Report Author: <u>Lorraine Neale</u>

Summary: 1. The Applicant – The W House Ltd

2. Type of authorisation applied for: A premises licence under the Licensing Act 2003.

3. Proposed Licensable Activities and hours:

Α	Plays (Indoors)	Every day	12:00 – 24:00
В	Films (Indoors)	Every day	08:00 – 24:00
D	Boxing or Wrestling (Indoors)	Every day	12:00 – 24:00
Е	Live Music (Indoors)	Every day	12:00 - 03:00
F	Recorded Music (Indoors)	Every day	08:00 - 06:00
G	Performance of Dance (Indoors)	Every day	08:00 - 24:00
Н	Anything of a similar description to (e)(f) or (g) (Indoors)	Every day	12:00 – 03:00
L	Late night Refreshment (indoors)	Every day	23:00 – 05:00
М	Supply of Alcohol (On and Off Sales)	Every day	08:00 – 06:00
0	Opening Hours	Every day	08:00 - 07:00

Affected Wards: HIGH STREET

Recommendations: The Committee is asked to determine the application and decide whether

to grant the premises licence.

**Policy Overview:** The decision should be made with regard to the Secretary of State's Guidance

and the Council's Statement of Licensing Policy under the Licensing Act 2003. Where the decision departs from Policy or Guidance the departure must be directed solely at the attainment of the licensing objectives, and that such

departure be supported by proper reasons.

Financial Implications:

Costs associated with processing the application are taken from licensing fee

income.

Other Material Implications:

**HUMAN RIGHTS:** In considering this application it is appropriate to consider the rights of both the applicant and other parties, such as "responsible authorities" and\or "other persons" (objectors). The procedure for determining licences has a prescribed format to ensure fair representation of

the relevant facts by all parties.

LEGAL: Under the Licensing Act 2003 the Licensing Authority has a duty to

exercise licensing control of relevant premises.

Background

Licensing Act 2003

Papers: DCMS Guidance Documents issued under section 182 of the Licensing Act

2003 as amended

Maidstone Borough Council Statement of Licensing Policy

Contacts: Mrs Lorraine Neale at: <a href="mailto:lorraineneale@maidstone.gov.uk">lorraineneale@maidstone.gov.uk</a> – tel: 01622 602528

## Agenda Item No. 1

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Report Title: THE W HOUSE, WAREHOUSE, REAR OF 11-15 WEEK STREET,

**MAIDSTONE, KENT, ME14 1QW** 

Application: For a premises licence under the Licensing Act 2003.

(Appendix 1).

## **Purpose of the Report**

The report advises Members of an application for a Premises Licence to be granted under the Licensing Act 2003 (Appendix 1), made by The W House Limited, in respect of the premises The W House, Warehouse, Rear of 11-15 Week Street, Maidstone, Kent, ME14 1QW (Appendix 2) in respect of which 1 objection has been received from other persons.

## Issue to be Decided

Members are asked to determine whether to:

- 1) grant as applied for
- 2) grant with conditions
- 3) exclude any licensable activity
- 4) reject the DPS
- 5) or reject the application.

- 2 The relevant sections are Part 3 S16 -24 of The Licensing Act 2003 and section 4 of The Licensing Act 2003 in particular the Licensing Objectives:
- The prevention of crime and disorder;
- Public Safety
- The prevention of public nuisance; and
- The protection of children from harm
- 3. The application has been correctly advertised in the local press and notices displayed at the premises for the required period.
- 4. There was one representation received from a responsible authority which was the Police, who requested that the applicant amend the operating schedule to include certain conditions, the applicant agreed and the objection was withdrawn, (Appendix 3)
- 5. There is 1 representation from other parties,( Appendix 5)
- 6. The table below illustrates the relevant representations which have been received

There appear to be concerns directed towards the management for the new venue who also have connections to the Source Bar. It is believed that the problem of underage drinking which occur at the Source Bar will also occur at this newer and bigger venue because it will be under the same management. There have been no complaints received by the Licensing Section at Maidstone Borough Council about The Source Bar.

- 7. Members are advised that applications cannot be refused in whole or in part, or conditions attached to the licence unless it is appropriate to do so to promote the licensing objectives.;
- 8. The Operating Schedule submitted by the Applicant has addressed the licensing objectives in the following manner:
  - a) General all four licensing objectives:

The premises are to be used as an Events Centre that will operate to provide different forms of entertainment during a flexible system of hours with restaurant and bar facilities located on various floors as identified in the plans lodged with this application. The premises will provide events for persons of all ages and include family use and provision of events for mixed age groups.

## b) The prevention of crime and disorder:

CCTV will be fitted.

Responsible Authority /Other Party	Licensing Objective	Associated Documents	Appendix
Mr T Modell	Crime and Disorder Public Nuisance Public Safety Children from Harm	e-mail	5

Each event will be risk assessed to determine the need for door staff and how many will be engaged.

## c) Public Safety:

Existing legislation applies that it is not necessary to duplicate in this licence. A site-specific fire risk assessment has been prepared for use at the premises and is lodged with this application.

## d) The prevention of public nuisance:

A Noise dispersal policy will be prepared to arrange a steady dispersal after an event. A Noise Consultant will be engaged and his recommendations complied with.

The Roof Terrace will not be used for the provision of regulated entertainment.

## e) The Protection of children from harm:

Challenge 25 applies. No harm to children has been identified.

9. Relevant sections of The Guidance issued under section 182 of The Licensing Act 2003;

**Chapters 8 & 9 Premises Licences & Determining Applications** 

Chapter 10 Conditions NB: There is Home Office Supporting Guidance on Pools of Conditions but this is not statutory guidance.

Relevant policy statements contained in the Licensing Authority's Statement of Licensing Policy:

17.9 CRIME AND DISORDER 17.16 PUBLIC SAFETY 17.19. PREVENTION OF PUBLIC NUISANCE 17.23 CHILDREN FROM HARM

## 17.9 CONDITIONS TO PROMOTE THE PREVENTION OF CRIME AND DISORDER.

Under the Act the Licensing Authority has a duty to promote the licensing objectives, and, a further duty under the Crime and Disorder Act 1998 to do all it reasonably can to prevent crime and disorder in the borough.

17.10 The applicant will be expected to detail in their operating schedule how they will prevent crime and disorder on and close to the premises. Such detail should reflect the licensable activities on offer, location and character of the area, the nature of the premises use and the range of customers likely to use the premises.

These may include, but are not limited to, the following:

- Prevention of disorderly conduct and anti-social behaviour
- Prevention of underage drinking

- Prevention of sales of alcohol to intoxicated customers
- Prevention of drunkenness both on and in the vicinity of the premises
- Prevention of drug use and drug dealing
- Restriction to responsible drinks promotions
- Use of safety glass
- Inclusion of a wind-down time following alcohol sales period
- Adequate seating to discourage "vertical drinking"
- The offer of food and snacks or other entertainment or occupation to discourage persistent drinking
- 17.11 In busier premises the Licensing Authority would usually expect to see a short (e.g.30 mins) 'wind down' or 'drinking up' period allowed for after the cessation time of entertainment and alcohol sales as this is effective in assisting in a reduction in noise and exuberance of customers before leaving the premises.
- 17.12 Applicants will be expected to seek advice from the Police and the Licensing Authority will give appropriate weight to requests by the Police for premises to be protected by SIA registered door staff subject to the provision of relevant evidence. Where the Licensing Authority determines after consultation with the police that a premises is one that warrants additional security and monitoring it would expect applicants to include the provision of SIA approved door staff at the premises at appropriate times. Relevant premises are usually

those used mainly for drinking alcohol, have later opening hours and are situated within the Town Centre night time economy area.

- 17.13 Where appropriate, applicants for licences in the Town Centre areas providing mainly alcohol, music and dancing would be expected to consider inclusion of a provision of safety glasses to prevent a risk of injury on the rare occasion that a glass may be used as a weapon.
- 17.14 The use of CCTV should be considered where appropriate or on the advice and recommendations of the Police and to a quality and standard approved by the Police for evidential purposes. Licensees will be expected to fully comply with the requirements of the Information Commissioners Office and the Data Protection Act 1998 in respect of any surveillance equipment installed at a premises.
- 17.15 In any application resulting in hearing the sub-committee will consider each application on its individual merits and determine the imposition of conditions that are appropriate to promotion of the licensing objectives.

## 3.1 CONDITIONS TO PROMOTE PUBLIC SAFETY.

The applicant will be expected to show how the physical safety of persons attending the premises will be protected and to offer any appropriate steps in the operating schedule to promote this.

- 3.2 Such steps will not replace the statutory obligation on the applicant to comply with all relevant legislation under the Health and Safety at Work etc. Act 1973 or under the Regulatory Reform (Fire Safety) Order 2004.
- 3.3 Applicants will be expected to have carried out the necessary risk assessments to ensure safe occupancy levels for the premises. Where a representation from the Fire Authority suggests that for the promotion of the Public Safety objective a maximum occupancy should be applied, the Licensing Authority will consider adding such a limit as a licence condition.

Where appropriate an operating schedule should specify occupancy limits for the following types of licensed premises:

- (i) High Volume Vertical Drinking e.g. premises that provide mainly stand up drinking facilities with limited seating/table space and the primary activity is the sale of alcohol
- (ii) Nightclubs
- (iii) Cinemas
- (iv) Theatres
- (v) Other premises where regulated entertainment is likely to attract a large number of people.
- (vi) Where conditions of occupancy have arisen due to representations received.

## 17.19 CONDITIONS TO PROMOTE THE PREVENTION OF PUBLIC NUISANCE.

The applicant will be expected to detail any appropriate and proportionate steps to prevent nuisance and disturbance arising from the licensable activities at the premises and from the customers using the premises.

- 17.20 The applicant will be expected to demonstrate that they have considered the following and included steps to prevent public nuisance:
  - (i) Proximity of local residents to the premises
  - (ii) Licensable activities proposed and customer base
  - (iii) Hours and nature of operation
  - (iv) Risk and Prevention of noise leakage from the premises from equipment, customers and machinery
  - (v) Prevention of noise from customers leaving the premises and customer pick up points outside premises and from the Car Park.
  - (vi) Availability of public transport to and from the premises
  - (vii) Delivery and collection times and locations.
  - (viii) Impact of external security or general lighting on residents.
  - (ix) History of management of and complaints about the premises.
  - (x) Applicant's previous success in preventing Public Nuisance.
  - (xi) Outcomes of discussions with the relevant Responsible Authorities.
  - (xii) Impact of location, noise and contamination from outside smoking areas on neighbours and other customers
  - (xiii) Collection of litter arising from the premises
- 17.21 Steps to prevent public nuisance may include a range of options including noise limiting devices, sound insulation, wind down periods, acoustic lobbies, management of smoking areas etc.
- 17.22 Steps will differ depending on the individual premises and activities and it is for the applicant to ensure that reasonable, effective and appropriate steps are included within the operating schedule.

## 17.23 PROTECTION OF CHILDREN FROM HARM.

Applicants will be expected to detail any appropriate and proportionate steps to protect children at the premises from any harm. The Licensing Authority recognises the right of licensees (serving alcohol) to allow accompanied children into their premises. The Licensing Authority would not seek to restrict access by children (above that specified in the Act) unless it is necessary for the prevention of physical, moral or psychological harm.

Steps to protect children from harm must be carefully considered for inclusionwhere:

- (i) There is entertainment or services of an adult nature provided.
- (ii) There have been previous convictions for under age sales of alcohol.
- (iii) There has been a known association with drug taking or dealing.
- (iv) There is a significant element of gambling on the premises.
- (v) There is a presumption that children under 18 should not be permitted entry such as to nightclubs (apart from when specific events are held for under 18's).

(vi) Outcomes of discussions with relevant Responsible Authorities suggest such steps are applicable.

Nothing in the Licensing Act prevents licensees from excluding children from a licensed premises and no condition can be added to require the admission of children.

Where there are no matters that give rise to concern in respect of children at premises the Licensing Authority would expect to see the relevant box on an application form completed to specify NONE.

## 10. Options

Legal options open to members -

- 1. Grant the licence subject to conditions as are consistent with the operating schedule accompanying the application.
- 2. Grant the licence with modified conditions
- 3. Exclude a licensable activity
- 4. Refuse to specify the DPS
- 5. REJECT the whole or part of the application

Members of the Licensing Act 2003 – Licensing Sub – Committee are reminded of their duty under section 17 of the Crime and Disorder Act 1998 to consider the crime and disorder implications of their decisions and the Licensing Authority's responsibility to co – operate in the reduction of crime and disorder in the Borough

Section 17 of the Crime and Disorder Act 1988 states:

"Without prejudice to any other obligation imposed on it, it shall be the duty of each authority to which this section applies to exercise its various functions with due regard to the likely effect of the exercise of those function on, and the need to do all that it reasonably can prevent, crime and disorder in its area".

## 11. Implications Assessment

The decision should be made with regard to the Secretary of State's Guidance and the Council's Statement of Licensing Policy under the Licensing Act 2003. Where the decision departs from either the Guidance or the policy clear and cogent reasons must be given. Members should be aware that if such a departure is made the risk of appeal/challenge is increased.

## 12. Human Rights

While all Convention Rights must be considered, those which are of particular relevance to the application are:

- Article 8 Right to respect for private and family life
- Article 1 of the First Protocol Protection of Property
- Article 6(1) Right to Fair Hearing
- Article 10 Freedom of Expression

The full text of each Article is given in the attached Appendices

## 13. Conclusion

Members must ensure that the application is considered on its merits, as well as against the relevant guidance, policy and statutory framework.

## 14. List of Appendices

15.	Appendix 1	Application Form
	Appendix 2	Plan of Premises
	Appendix 3	Representations – Police
	Appendix 4	Applicants agreement & Police withdrawal of reps
	Appendix 5	Other parties representation
	Appendix 6	Plan of area
	Appendix 7	Human Rights Articles
	Appendix 8	Order of Proceedings

## 15. Appeals

The applicant or any other person(objector) may appeal the Licensing Act 2003 Sub Committee's decision within 21 days beginning with the day on which the Appellant is notified. All/any appeals must be lodged with the Magistrates' Court. Parties should be aware that they MAY incur an Adverse Costs Order should they bring an appeal.

	Senior Licensing Officer lorraineneale@maidstone.gov.uk
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Licensing Authority: The Licensing Partnership

Licensing Partnership P.O. Box 182

Sevenoaks Kent TN13 1GP

Ref:

## **Application for a Premises Licence under the Licensing Act 2003**

**APPENDIX 1** 

please complete section (B)

please complete section (B)

Ma

## PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes found at bottom of Page 4 of this form.

Use the blank page at the end of the form to provide further details if necessary.

	plete you can submit the form d	-	
You may wish	to print and keep a copy of the o	completed form for	r your records.
For help inform	nation about filling in this type of	electronic form, c	lick on the help information button.
I / We The \	V House Ltd		apply for a premises licence
under section	n 17 of the Licensing Act 2	003 for the prer	nises described in Part 1 below
• •	•	• •	you as the relevant licensing
authority in	accordance with section 12	of the Licensir	ng Act 2003
Part 1 - Prem	nises Details		
Postal addres ordnance sur- description	ss of premises or, if none, vey map reference or	The W House, Warehouse Rea Week Street,	r Of 11-15
Post town		Maidstone	
Post code		ME14 1QW	
Telephone nun	nber of premises (if any)	07850135557	
Non-domestic	rateable value of premises		£ 11500
If the premises check here	is under construction please	If the prer	mises hasn't been assigned a value yet, please check here
Part 2 - Appl	icant Details		
Please state w	hether you are applying for a pro	emises licence as	
			Please make selection with an "x"
a)	An individual or individuals*		please complete section (A)
b)	a person other than an individua	al*	
	i as a limited company		x please complete section (B)
	ii. as a partnership		please complete section (B)
	iii. as an unincorporated asso	ociation or	please complete section (B)
	iv. other (for example a statut	tory corporation)	please complete section (B)

A recognised club

a charity

c)

d)

e)	the proprietor of an educational establishment	please complete section (B)
F)	a health service body	please complete section (B)
g)	a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of a independent hospital	please complete section (B)
h)	the chief officer of police of a police force in England and Wales	please complete section (B)
* If yo	ou are applying as a person described in (a) or (b	) please confirm:  Please make selection with an "x"
	<ul> <li>I am carrying on or proposing to carry on a involves the use of the premises for licensal</li> </ul>	ousiness which
	I am making the application pursuant to a:	
	- statutory function or	П
	- a function discharged by virtue of Her	Maiesty's prerogative
	NDIVIDUAL APPLICANTS (fill in as applicable)	You do not have to answer the questions in this section.
Title		You do not have to answer the questions in this section.  First names
Title		in this section.
Surn Are y	ame  /ou 18 years	in this section.
Surn Are yor old	ame  /ou 18 years	in this section.  First names
Surn Are yor old Natio	ame  /ou 18 years	in this section.  First names
Surn  Are yor old  Natio	ame  /ou 18 years	in this section.  First names
Surn Are yor old Natio	ame  /ou 18 years	First names  Date of Birth
Surn  Are yor old  Nation  Curre addre if diffiprem  Post  Dayti  Emai	ame  /ou 18 years	First names  Date of Birth

SECOND INDIVIDUAL APPLICANT (IF APP	PLICABLE)
Title	
Surname	First names
Date of Birth (you must be 18 years old or over)	
Nationality	
Current postal address if different from premises address	
	Postcode
Post Town	
Daytime contact telephone number	
Email address (optional)	
(B) OTHER APPLICANTS	
any registered number. In case of a partn corporate), please give the name and add	ess of applicant in full. Where appropriate please give tership or other joint nature (other than a body ress of each party concerned.  The W House Ltd
Name	
Address	4-6, Rose Yard, Maidstone Kent ME14 1HN
Registered number (where applicable)	11725447
Description of applicant (for example, partnership, company, unincorporated association etc.)	Limited Company
Telephone number (if any)	07850135557
E-mail address (optional)	

When do you want the premises licence to start?	17/04/201	9
you wish the licence to be valid only for a limited when do you want it to end?	period,	
5,000 or more people attend the premises at an expected to attend	one time, please state the r	number
Seneral description of premises (please read of		with lineaghle
storey building including a roof terrace to be extivities	used as an Events centre	with licensable

What licensable activities do you intend to carry on from the premises? (Please see sections 1 and 14 of the Licensing Act 2003 and Schedule 1 and 2 to the Licensing Act 2003)

Please check all relevant boxes

## Provision of regulated entertainment (please read guidance note 2) plays (if ticking yes, fill in box A) a) b) films (if ticking yes, fill in box B) indoor sporting events (if ticking yes, fill in box C) c) boxing or wrestling entertainment (if ticking yes, fill in box D) d) live music (if ticking yes, fill in box E) e) recorded music (if ticking yes, fill in box F) f) g) performances of dance (if ticking yes, fill in box G) anything of a similar description to that falling within (e), (f) or (g) h) (if ticking yes, fill in box H) **Provision of late night refreshment** (if ticking yes, fill in box L)

In all cases complete boxes N, O and P

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

# A

Plays Standard days and timings			Will the performance of a play take place indoors or outdoors	Indoors	Х
(please read guidance note 7)		ce note 7)	or both - please make selection with an "x"	Outdoors	
Day	Start	Finish	(please read guidance note 3).	Both	
Mon	12:00	24:00	Please give further details here (please read guidance	note 4)	
			To permit the performance	of a play in the pres	sence
Т	12:00	24:00	of an audience		
Tue					
Wed	12:00	24:00	State any seasonal variations for performing plays (plea	se read guidance no	te 5)
vveu			, , , , , , , , , , , , , , , , , , ,		
Thur	12:00	24:00			
Tildi					
Fri	12:00	24:00	Non standard timings. Where you intend to use the prei		ance
'''			of plays at different times to those listed in the column of (please read guidance note 6)	on the left, please list	
Sat	12:00	24:00			
Jat					
Sun	12:00	24:00			
Can					
	l				

# В

Films Standard days and timings		timinas	Will the exhibition of films take place indoors or outdoors	Indoors	X
(please read guidance note 7)			or both - please make selection with an "x"	Outdoors	
Day	Start	Finish	(please read guidance note 3).	Both	
Mon	08:00	24:00	Please give further details here (please read guidance no	ote 4)	
			To permit the playing of a film in the presence of an audience		
Tue	08:00	24:00			
140					
Wed	08:00	24:00	State any seasonal variations for the exhibition of films	(please read guidance	note 5)
vveu					
Thur	08:00	24:00			
HIUI					
Fri	08:00	24:00	Non standard timings. Where you intend to use the pre		
1 11			films at different times to those listed in the column on read guidance note 6)	the left, please list (p	lease
Sat	08:00	24:00			
Out					
Sun	08:00	24:00			

# C

Indoor sporting events Standard days and timings (please read guidance note 7)		timings	Please give further details (please read guidance note 4)
Day	Start	Finish	
Mon			
Tue			State any seasonal variations for indoor sporting events (please read guidance note 5)
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 6)
Fri			
Sat			
Sun			

# D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 7)		imings	Will the boxing or wrestling entertainment take place indoors or outdoors or both - please make selection with an "x"	Indoors Outdoors	X
Day	Start	Finish	(please read guidance note 3).	Both	
Mon	12:00	24:00	Please give further details here (please read guidance note 4)  To permit the provision of boxing and wrestling in		j in the
Tue	12:00	24:00	presence of an audience		
Wed	12:00	24:00	State any seasonal variations for boxing or wrestling entertainment (please read guidance note 5)		ad
Thur	12:00	24:00			
Fri	12:00	24:00	Non standard timings. Where you intend to use the prem wrestling entertainment at different times to those listed in please list (please read guidance note 6)	ises for boxing or in the column on the	left,
Sat	12:00	24:00	prease list (picase read guidance note o)		
Sun	12:00	24:00			

# Ε

	<b>Live music</b> Standard days and timings			Indoors	X
(please read guidance note 7)			indoors or outdoors or both - please make selection with an "x"  Outdoors		
Day	Start	Finish	(please read guidance note 3)	Both	
Mon	12:00	03:00	Please give further details here (please read guidance note 4)		
Tue	12:00	03:00	To permit the playing of live music with or without amplified voice		
Wed	12:00	03:00	State any seasonal variations for performance of live music (please read guidance note 5)		
Thur	12:00	03:00	- -		
Fri	12:00	03:00	Non standard timings. Where you intend to use the premi of live music at different times to those listed in the colum (please read guidance note 6)	ises for the performann on the left, please	ance e list
Sat	12:00	03:00			
Sun	12:00	03:00			

# F

	Recorded music Standard days and timings		Will the playing of recorded music take place indoors or outdoors	Indoors	X
(please re	ead guidan	ce note 7)	or both - please make selection with an "x"	Outdoors	
Day	Start	Finish	(please read guidance note 3).	Both	
Mon	08:00	06:00	Please give further details here (please read guidance note 4)		
			To permit the playing of re	ecorded music with o	or
Tue	08:00	06:00	without a DJ		
140					
Wed	08:00	06:00	State any seasonal variations for playing recorded music (please read guidance note		
vveu					
Thur	08:00	06:00			
mui					
Fri	08:00	06:00	Non standard timings. Where you intend to use the pr		
ГП			recorded music entertainment at different times to tho left, please list (please read guidance note 6)	se listed in the columr	on the
Sat	08:00	06:00	· · · · · · · · · · · · · · · · · · ·		
Cat					
Sun	08:00	06:00			
3					

G

Standard	Performance of dance Standard days and timings please read guidance note 7)  Will the performance of dance take place indoors or outdoors or both - please make selection with an "x"		Indoors Outdoors	X	
Day	Start	Finish	(please read guidance note 3).	Both	
Mon	08:00	24:00	Please give further details here (please read guidance note 4)		
"""			To permit the performance of dance in the presence		sence
Tue	08:00	24:00	of an audience		
Wed	08:00	08:00 24:00 State any seasonal variations for the performance of dance (please read on note 5)			nce
Thur	08:00	24:00	4:00		
'''					
Fri	08:00	24:00	Non standard timings. Where you intend to use the prei		
			of dance entertainment at different times to those listed please list (please read guidance note 6)	in the column on the	<u>left,</u>
Sat	08:00	24:00			
Sun	08:00	24:00			

Н

11					
Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment your the presence of an audience	nent that will take	<u>-</u> '
			Will the entertainment take place indoors or	Indoors	X
Day	Start	Finish	outdoors or both - please make selection with an "x" (please read guidance note 3).	Outdoors	
Mon	12:00	03:00	(produce road guidanos note o).	Both	
Tue	12:00	03:00	Please give further details here (please read guidance no	te 4)	1
Wed	12:00	03:00			
Thur	12:00	03:00	State any seasonal variations for entertainment of a simil within (e), (f) or (g) (please read guidance note 5)	ar description to th	at falling
Fri	12:00	03:00			
Sat	12:00	03:00	Non standard timings. Where you intend to use the presimilar description to that falling within (e), (f) or (g) at din the column on the left, please list (please read guidance)	ifferent times to the	
Sun	12:00	03:00			

K

entertair descript within J Standard	n of facilinment of a ion to that or K days and tied	a similar t falling	Please give a description of the type of entertainment facility you will be providing		
David	Ct - it	Final a la	Will the entertainment facility be indoors or	Indoors	
Day	Start	Finish	outdoors or both - please make selection with an "x" (please read guidance note 3).	Outdoors	
Mon			, <u> </u>	Both	
Tue			Please give further details here (please read guidance note 4)		
Wed					
Thur			State any seasonal variations for the provision of facilities imilar description to that falling within J or K (please real	s for entertainment of a d guidance note 5)	
Fri					
Sat			Non standard timings. Where you intend to use the premises for provision of facilities for entertainment of a similar description to that falling within J or K at different times to those listed in the column on the left, please list (please read quidance note 6)		
Sun			gardanies nieto o/		

L

	nt refreshn		Will the provision of late night refreshment be	Indoors	X	
(please re	indors or outdoors or both - please make sease read guidance note 7) indoors or outdoors or both - please make selection with an "x" (please read guidance note 3).		Outdoors			
Day	Start	Finish	<u></u> (p	Both		
Mon	23:00	05:00	Please give further details here (please read guidance not	e 4)		
WIOIT			To permit the provision of H	ot Food and/or Hot		
Tue	23:00	05:00	Beverages	Beverages		
Tue						
<b>NA</b> / l	23:00	05:00	State any seasonal variations for provision of late night refreshment (please read			
Wed			guidance note 5)			
	23:00	05:00				
Thur						
	23:00	05:00	Non standard timings. Where you intend to use the prer	nises for the provisio	n of	
Fri			late night refreshment at different times to those listed in please list (please read guidance note 6)			
_	23:00	05:00	pieuse list (pieuse read guidance note 0)			
Sat	Sat					
	23:00	05:00				
Sun	23.00	03.00				

## M

Standard	of alcohol days and t ead guidan	timings ce note 7)	Will the supply of alcohol be for consumption please make selection with an "x" (please read guidance note 8).	On the premises Off the premises	
Day	Start	Finish	(picase road galdance note o).	Both	X
Mon	08:00	06:00			
Tue	08:00	06:00	State any proposed seasonal variations for the supply of guidance note 5)	f alcohol (please read	
Wed	08:00	06:00			
Thur	08:00	06:00			
Fri	08:00	06:00	Non standard timings. Where you intend to use the pre- alcohol at different times to those listed in the column of read guidance note 6)	mises for the supply on the left, please list	o <u>f</u> please
Sat	08:00	06:00			
Sun	08:00	06:00			

State the name and details of the individual who premises supervisor. (Please see declaration ab the end of the form):	m you wish to specify on the licence as out the entitlement to work in the checklist at
Title	Mr
Surname	Barnes
First Name(s)	Jonathan
Date of Birth	23/04/1978
Address	4, Swanley Lane, Swanley, Kent
Postcode	BR8 7JQ
Personal Licence number (if known)	Medway 05-PL-0346
Issuing licensing authority (if known)	Medway Council

Please print the 'Consent of individual to being specified as premises supervisor' form (shown on pages 19 and 20), and have the person specified above sign and confirm the details given.

## N

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

None

## 0

Hours premises are open to the public Standard days and timings (please read guidance note 7)			State any seasonal variation (please read guidance note 5)
Day	Start	Finish	
Mon	08:00	07:00	
Tue	08:00	07:00	
Wed	Wed 08:00 07:00		Non-standard timings. Where you intend to use the premises to be open to the
Thur	08:00	07:00	Non standard timings. Where you intend to use the premises to be open to the public at different times to those listed in the column on the left, please list (please read guidance note 6)
Fri	08:00	07:00	
Sat	08:00	07:00	
Sun	08:00	07:00	

P Describe the steps you intend to take to promote the four licensing objectives:
a) General - all four licensing objectives (b,c,d,e) (please read guidance note 10)
The premises are to be used as an Events Centre that will operate to provide different forms of entertainment during a flexible system of hours with restaurant and bar facilities located on various floors as identified in the plans lodged with this application. The premises will provide events for persons of all ages and include family use and provision of events for mixed age groups.
b) The prevention of crime and disorder
CCTV will be fitted. Each event will be risk assessed to determine the need for door staff and how many will be engaged.
c) Public safety
Existing legislation applies that it is not necessary to duplicate in this licence. A site specific fire risk assessment has been prepared for use at the premises and is lodged with this application.
d) The prevention of public nuisance
A Noise dispersal policy will be prepared to arrange a steady dispersal after an event. A Noise Consultant will be engaged and his recommendations complied with.  The Roof Terrace will not be used for the provision of regulated entertainment.
e) The protection of children from harm
Challenge 25 applies. No harm to children has been identified.

Use this page if there is any other information that you think we should know about. Information entered on this page will be sent to us, along with the data on the rest of the form when you use the "Submit" option.

The documents lodged with this application are:	
1. The Fire Risk Assessment,	
1. The Fire Risk Assessment, 2. The DPS Consent 3. The Plans	
3. The Plans	

Page 18	
Notes for Guidance are available online	

## **Extra Form**

## Consent of individual to being specified as premises supervisor

Please print this form and ask the person being specified as premises supervisor to fill in the below.

Certain details have been pre-populated from data given on this online form. Please amend any incorrect information or add details where necessary.

Please return this completed form to:

Licensing Partnership P.O. Box 182 Sevenoaks Kent TN13 1GP

## I, Mr Jonathan Barnes

[Full name of prospective premises supervisor]

of 4, Swanley Lane, Swanley, Kent BR8 7JQ

[Home address of prospective premises supervisor]

hereby confirm that I give my consent to be specified as the designated premises supervisor in relation to the application for

## A premises licence

[Type of application]

## by The W House Ltd

[name of applicant]

## relating to a premises licence

[Number of existing licence, if any]

for The W House, Warehouse Rear Of 11-15 Week Street, Maidstone

[Name and address of the premises to which the application relates]

and any premises licence to be granted or varied in respect of this application made by

## The W House Ltd

[Name of applicant]

## concerning the supply of alcohol at

The W House, Warehouse Rear Of 11-15 Week Street, Maidstone

[Name and address of the premises to which the application relates]

continued on following page

# Consent of individual to being specified as premises supervisor (cont.) I also confirm that I am entitled to work in the United Kingdom and am applying for, intend to apply for or currently hold a personal licence, details of which I set out below. Personal licence number Medway 05-PL-0346 [insert personal licence number, if any] Personal licence issuing authority Medway Council

[Name and address and telephone number of personal licence issuing authority, if any]

Signed

**Date** 

Name (please print)

# Last page

# Form end

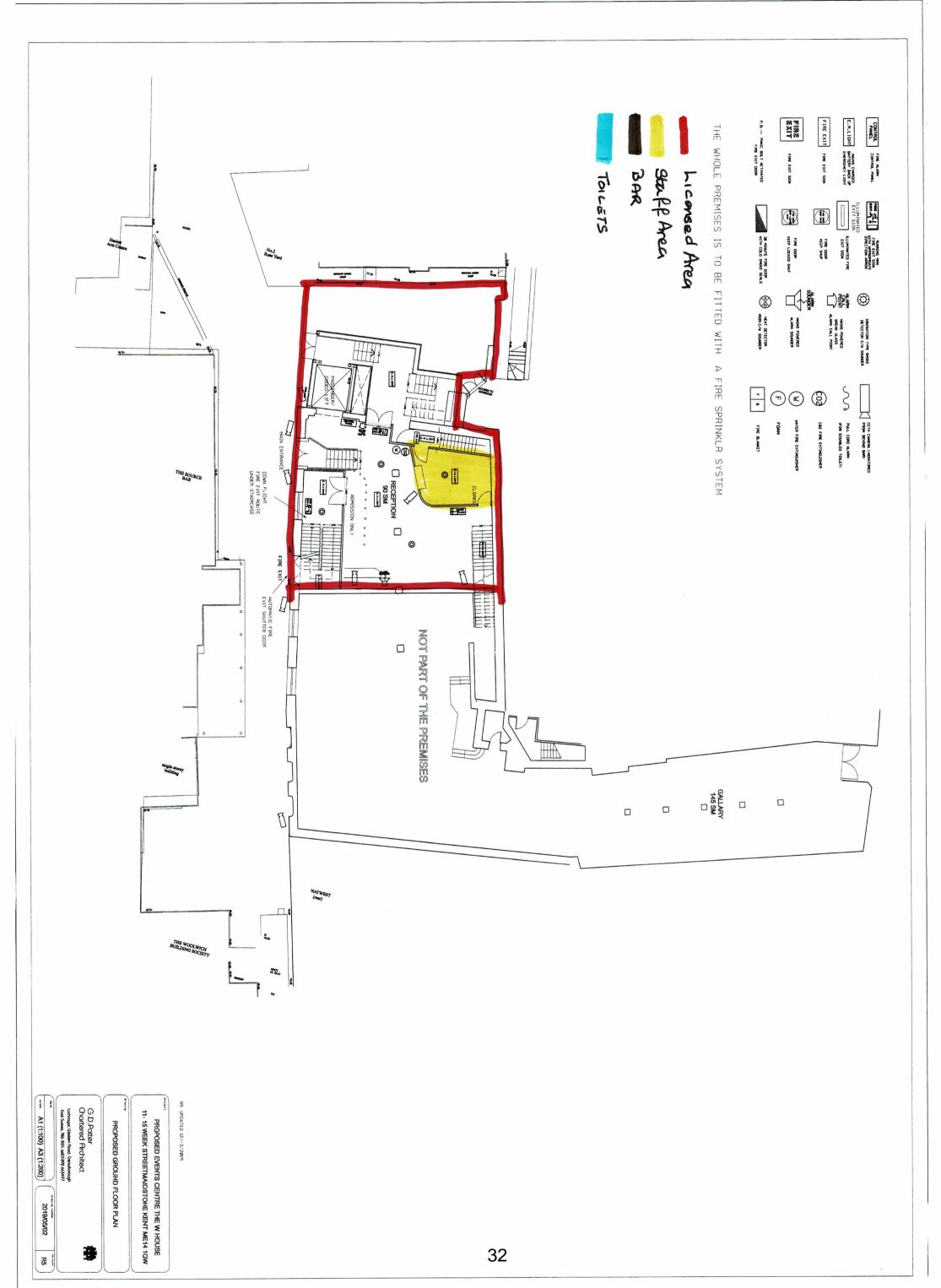
You have now reached the end of the form. If you have entered all the necessary information, and read all the guidance notes, please now submit the form.

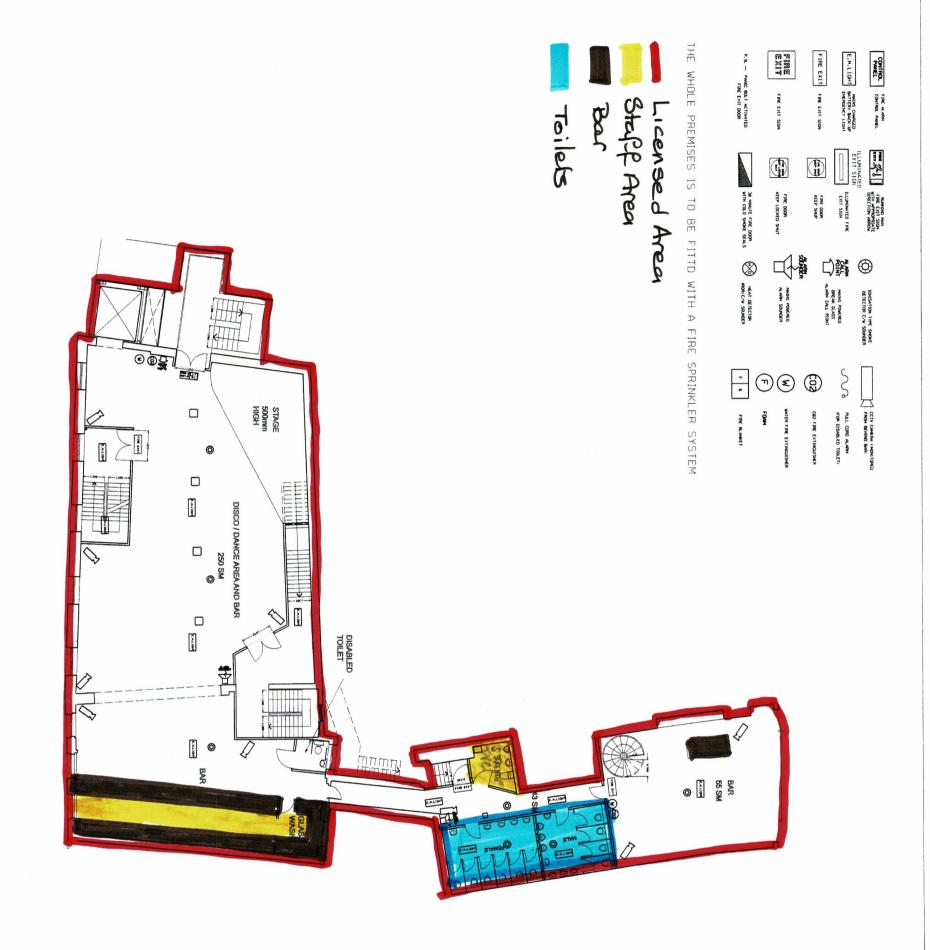
Custom Process C	onfiguration		
XML Specific		Customer Message	
Application Type	LAPRE		
Licence Case Type			
Licence Status 1_REC			
XML Template			
CAPS Reference			
Payments req	uest		
CallingAppID	VIFO		
CallingAppRef	ZZLO00		
PaymentSourceCode	01		
Response res	ponse	Service Me	essage
PaymentAuthorisation			
IncomeManagementRe	eceiptNumber447416		
OriginatorsReference			
CardScheme			
CardType			
PaymentAmount			
ResponseCode			
ResponseDescription			
Number of payment lin	es 1		
Payment 1		Payment 2	
Receipt Number		Receipt Number	
DueDate		DueDate	
PaymentType	WEB	PaymentType	
Pay Description		Pay Description	
XML Description	Premises Licence Application	XMLDescription	
PaymentDue	190 VAT	PaymentDue	VAT
Paid	190	Paid	
Payment Date		Payment Date	
Fund	05	Fund	
Reference Payment 3	CDEF04L087Y	Reference Payment 4	
Receipt Number		Receipt Number	
DueDate		DueDate	
PaymentType		PaymentType	
Pay Description		Pay Description	
XML Description		XML Description	
PaymentDue	VAT	PaymentDue	VAT
Paid		Paid	
Payment Date		Payment Date	
Fund		Fund	
Reference Payment 5		Reference	
Receipt Number			
DueDate			
PaymentType			
Pay Description			
XML Description			
PaymentDue	VAT		
Paid			
Payment Date		30	
Fund		30	
Reference			

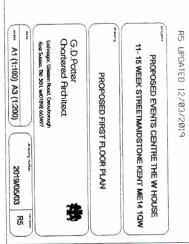


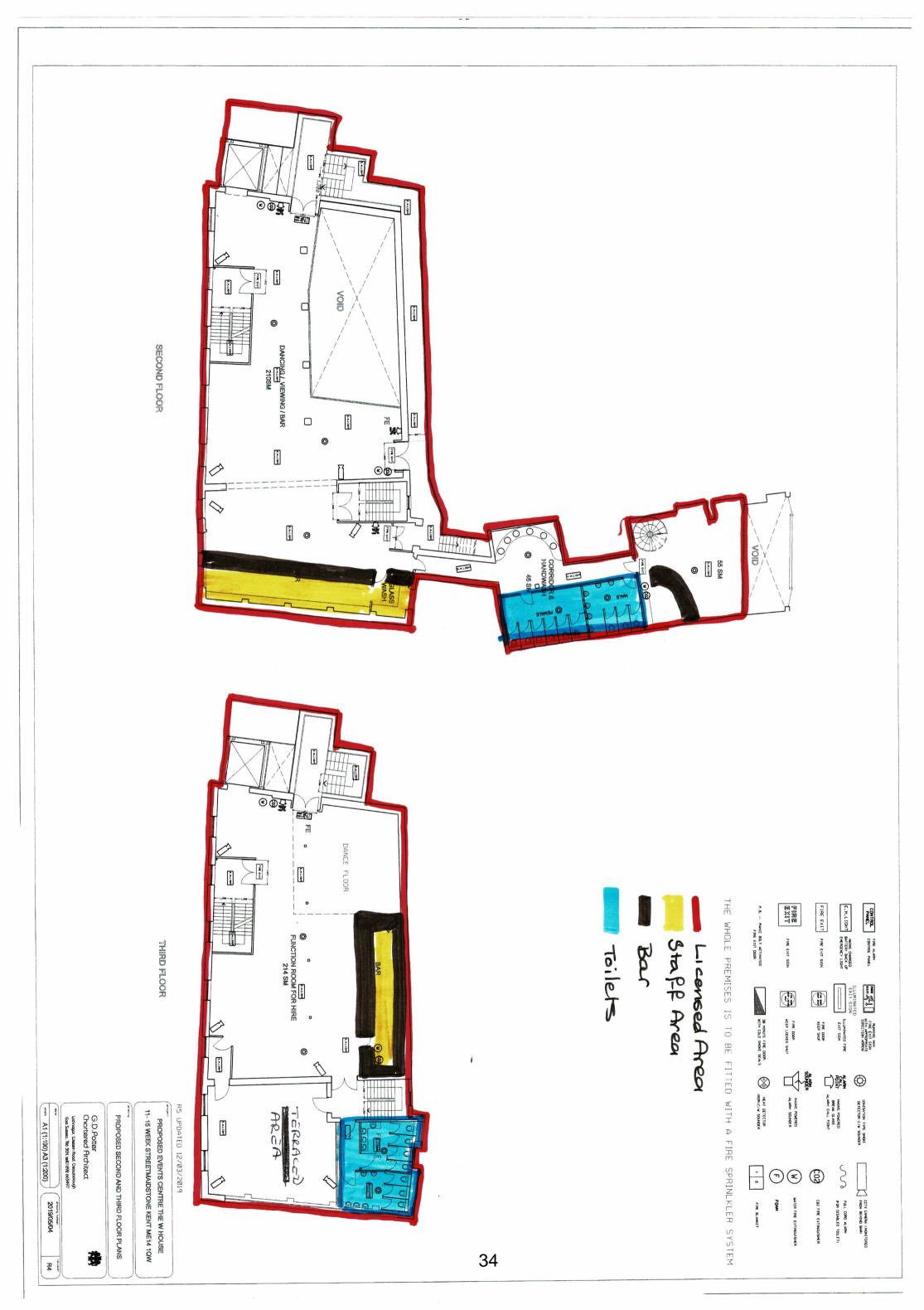
# E-Form Status Page - for official use only

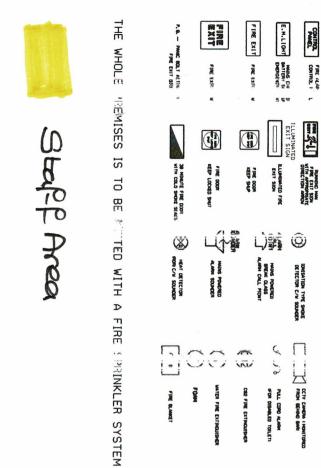
Form file name:  Current Date  Form data set reference  Has been E-Signed  Date/Time Submitted to main server  Date/Time Submitted to external server  Date/Time Submitted to external server  Date/Time Submitted to external server			
Receipt Email Address Notification Email Address Notification Email Subject Notification Email Message Notification Email Message			
CRM Integration CRM Case Ref 08:00			
Telephone   Tele			
Primary Record ID  Department Name  Depart Classification / Priority Dept Case Reference Date Record Started Date Last Modified  Secondary Record ID Form Status  Form Status  Search Field 3 Warehouse Rear Of 11-15 Week Street, ME14 1QW			
Current User  Title Surname First Name User Record Id  Tel No Email address Address  User Classification Portal Username Expert for this form			
Pages active with dynamic paging  1,2,3,4,5,13,14,15,16,17,20,21,22,6,7,8,9,11,12,18,19,  Data Locked for Editing  Type of form - ufx, wdf or txt  If TXT - Optimised for screen-readers  Enable top controls on opening  Start page for expert users  Print Collation Config			
Form Design Settings  Dynamic paging enabled  Use page titles for page menu  Esigning is available  available			



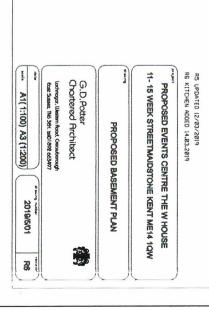
















**Details of person making objection** 

Chief Officer of Police Representation in relation to an application for grant of premises licence made under Part 3 Section 17
Licensing Act 2003 (S18 Licensing Act 2003)

Name of Chief Office	Chief Insp Ray Quiller	
of Police Postal Address:	Maidstone Police Station	
(Area Headquarters)		
(All Carricad quarters)	Maidstone. ME15 6NF	
- " "	10051.01	
E-mail address	10051@kent.pnn.police.uk	
Telephone Number:	01622 604403	
•	ses representation is about	
Name of Premises:	W House	
Address of	Rear of 11-15 Week Street	
premises:	Maidstone	
Date application	22/03/19	
received by police		
Date	12/04/19	
representation		
sent to Licensing		
Authority	Must be within 28 days of receipt –	
	The Licensing Act 2003 (Premises Licences and Club Premises Certificates) Regulations 2005. Part 4 Reg.	22.
The Chief Officer	r of Police has received an application for the gr	ant of a
	made under the provisions of Section 17 Licen	
	on 18 of that Act, asks the Licensing Authority t	
representations		
	re of the licensing objectives that the representation relates to:	
Prevention of crime	e and disorder	
Public Safety		
Prevention of publi	ic nuisance	
Protection of childr	ren from harm	
	tation regarding the Designation of Premises S	upervisor
	ensing Act 2003? NO	
	ne following statement: -	sing Act cations the
-	sentation within the meaning of S.18(6) of the Licens 8(9) of that Act and are as follows:	sing Act sausiy the
	nal circumstances of this case, I am satisfied that the desig	nation of the person
	emises supervisor under the premises licence would under	
prevention objective because		

Please use separate sheets where necessary

The relevant representations within the meaning of S.18(6) of the Licensing Act satisfy the requirements of S.18(7) of that Act and are as follows:

Please use separate sheets where necessary  Suggested conditions that could be added to the licence to remedy the representation or other suggestions the Licensing Sub Committee may take into account:  Please use separate sheets where necessary. Consider s106 Licensing Act 2003.  Please see attached sheet.  Signed:  Date: 15/04/19  Print name:PC James Wiliams Force Number: . 11187  pp Chief Officer of Police for the Police Area in which the licensed premises are situated	Please give the reason for the representation and it:	detail the	e evidence supporting
Suggested conditions that could be added to the licence to remedy the representation or other suggestions the Licensing Sub Committee may take into account:  Please use separate sheets where necessary. Consider \$106 Licensing Act 2003.  Please see attached sheet.  Signed:  Date: 15/04/19  Print name:PC James Wiliams Force Number: . 11187	Please see attached sheet.		
representation or other suggestions the Licensing Sub Committee may take into account:  Please use separate sheets where necessary. Consider \$106 Licensing Act 2003.  Please see attached sheet.  Signed:  Date: 15/04/19  Print name:PC James Williams Force Number: . 11187	Please use separate sheets where necessary		
representation or other suggestions the Licensing Sub Committee may take into account:  Please use separate sheets where necessary. Consider \$106 Licensing Act 2003.  Please see attached sheet.  Signed:  Date: 15/04/19			
Please use separate sheets where necessary. Consider s106 Licensing Act 2003.  Please see attached sheet.  Signed: Date: 15/04/19  Print name:PC James Williams Force Number: . 11187	representation or other suggestions the Licensin		
Signed: Date: 15/04/19  Print name:PC James Wiliams Force Number: . 11187			
Print name:PC James Wiliams Force Number: . 11187	Please see attached sheet.		
Print name:PC James Wiliams Force Number: . 11187			
Print name:PC James Wiliams Force Number: . 11187			
	Signed:	Date:	15/04/19

Representation may be made at any time during the 28 consecutive days starting on the day after the day on which the application to which it relates was given to the authority by the applicant. Please return this form along with any additional sheets to the Licensing Authority. This form must be returned within the Statutory Period.

# Please give the reason for the representation and detail the evidence supporting it:

Kent Police make these representations in respect of a new license application for the "Warehouse" which is going to be located in the Rose Yard, Maidstone.

The location falls within the town centre's Public Space Protection Order and therefore it has already been evidenced that alcohol has a detrimental effect in the area.

The application is for a five storey building (including roof terrace) and is asking for nearly all of the licensable activities. The requested hours of operation seem to vary from activity to activity however it is noted that the provision of Recorded Music and the sale of alcohol is to be allowed between 08:00hrs and 06:00hrs each day.

It is Kent Police's understanding that the applicant intends to use the building for various types of event and therefore wants the licence to be broad so as to permit the venue to host almost anything from an all-night dance event to a day time Christmas Market. Whilst it is Kent Police's understanding that the applicant does not intend to use the premises for a late night club 7 days a week the fact remains that this licence would technically allow that and therefore this licence needs to be robust enough to cover all possibilities.

Kent Police believe the venue may undermine the licensing objectives in the following ways:

### Prevention of Crime and disorder

The link between alcohol and crime is well established and doesn't need any further evidence here. However it needs to be understood that this Premises Licence will potentially allow a large number of people to drink alcohol from 08:00hrs until 06:00hrs the next day and without doubt some of them will become involved in acts of crime and or disorder. Clearly it will involve a significant number of security staff to control them and even then in reality all the staff will do is push the problem out of the premises and onto the streets where they become a Police issue. It should be noted that the busiest period of the NTE for the Police is between 01:00hrs and 04:00hrs which is when this licence will be operating.

#### Public Nuisance

Maidstone town centre is undertaking a growth in residential premises and these new residents should be entitled to a home in which they can live and sleep without being disturbed by this premises. Therefore steps need to be taken to control the noise coming from the premises as well as controlling the noise of customers leaving in the early morning. It is obvious that several hundred people walking past your address at 4 or 5 in the morning will have

an impact on your sleep. When you add in the fact that they have been drinking for some time, the problem will be magnified.

## Public Safety

The premises will have a capacity of 1300 people which is quite large. That number of people in a multi storey building carries a risk before alcohol is even added to the situation.

#### Protection of children from harm.

The premises are to be used as an events centre and as it is impossible to know exactly what events will occur, it is impossible to say how much impact these events will have on the licensing objective but the licence if granted as per the application could allow for nearly 1300 children to be on site at any one time, they need to be kept safe.

Because of these concerns Kent Police believe that a number of conditions need to be added to the licence to reduce these risks to a minimum.

# Suggested conditions that could be added to the licence to remedy the representation or other suggestions the licensing sub committee may take into account:

CCTV to be fitted to a standard agreed by the Police and that complies with the "CCTV Code of Practice" (Latest edition) as produced by the Information Commissioners Office. The CCTV coverage shall include all areas to which the public have access (with the exception of areas agreed by the Police, for example toilet cubicles) and will cover stairwells and entrances. It will also cover any areas which are expected to be used to eject or temporarily hold customers. The CCTV will also cover any area which could be considered a balcony area.

The CCTV system will be maintained and serviced on a regular basis and records kept to that effect.

The DPS will ensure that the CCTV is displaying the correct date and time (To within 5 minutes)

The CCTV shall be recording at all times that the premises are open to the public.

Images will be retained for a period of at least 30 days.

The Police or local authority will be given a copy of the CCTV in a suitable format within 48 hours of any reasonable request.

A member of staff who can operate the CCTV will be on duty at all times the premises are open to the public and will be able to provide the Police with a copy of CCTV, upon request in the case of a serious incident occurring.

At least one member of staff with a personal licence will be on duty at all times that the premises are open for the sale of alcohol.

The DPS will be responsible for the maintaining of an incident book at the premises and this book will log all incidents which are "out of the ordinary".

Adequate arrangements will be in place to accommodate disabled people and enable their safe movement within the premises. Those arrangements will also consider the needs during a safe evacuation from the premises in case of an incident.

Adequate and appropriate first aid equipment/materials will be on site at all times that the premises are open to the public.

A minimum of at least one member of staff trained in First Aid will be on duty on each floor that the public are using. (not including the ground floor)

At the end of any event which finishes between midnight and 06:00hrs at least one member of security staff will be posted outside the building to supervise the immediate egress of customers. They will remain on duty until all customers are clear from the area of the Rose Yard immediately in front of the building.

The premises will undertake the "Challenge 25" Scheme.

All staff involved in the sale or supply of alcohol will be trained in the "Challenge 25" Scheme and such training will be recorded.

The premises shall produce a full Risk Assessment to cover the running of events at the premises. All events whether run as "in house" or by outside organisers will comply with that Risk Assessment unless a separate Risk Assessment is completed for that particular event. These risk assessments either *generic* or *event specific* will be agreed by the Police at least 72 hours prior to the event taking place.

# APPENDIX 4

From: Sent: To: Cc: Subject: Attachments: licence.docx Importance:	James Williams PC 46011187 19 Apr 2019 10:26:16 +0000 Licensing st@stephenthomaslaw.co.uk;john@thesourcebar.co.uk FW: Warehouse Evidence & Conditions.doc, 3480 Representations against s17 Grant of premises		
Louise,			
As the applicant has no willing to withdraw the	in relation to the W House application and representations made by Kent Police. was agreed to all proposals made by Kent Police then I can confirm that we are representation subject to the proposed conditions being attached to any ed under this application.		
Regards,			
James			
Sent: 16 April 2019 22: To: James Williams PC	46011187 < james. williams@kent.pnn.police.uk > seDavis@Maidstone.gov.uk >		
Dear James, I have taken inonditstructions from Stephen Moore. Your proposed conditions are agreed. Can you advise Louise that on this basis your representation is withdrawn			
Thanks			
Stephen Thomas			
From: Stephen Thomas Sent: 16 April 2019 22:: To: Stephen Thomas Subject: Fwd: Warehou	17		
Sent from my iPhone			
Begin forwarded mes	sage:		

From: James Williams PC 46011187 < james.williams@kent.pnn.police.uk>

**Date:** 16 April 2019 at 13:32:36 BST

To: "st@stephenthomaslaw.co.uk" <st@stephenthomaslaw.co.uk>,

"john@thesourcebar.co.uk" <john@thesourcebar.co.uk>

Subject: Warehouse

Stephen, John

In relation to the application for the warehouse I have now submitted our representations to MBC.

Please read the attached and any issues please contact me.

Regards,

# James Williams 07870157540

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#### **APPENDIX 5**



Maidstone Borough Council Maidstone House King Street Maidstone Kent ME15 6JQ

## Objection to Premises Licence Application

Dear Sirs.

I am writing to voice my objection to the application for a premises licence by The W House Ltd for W. House, Warehouse at rear of 11-15 Weak Street, Maidstone, Kent ME14 1QW.

I am objecting on the grounds of all four licencing objectives, but the main concern is on the protection of children from harm.

The owner and director of W House Ltd is the same as the owner for Source Bar, located on Rose Yard. This venue has a problem with underage drinking, which we have raised on several occasions, even providing photographic evidence of people under age to them and the licensing officer, but nothing is ever done about it. We are concerned that if the same owners open another, larger venue in the town, it will draw even more under age people into the town at night, provide them with alcohol and place them in unnecessary danger. We have even provided proof to the venue and the licensing officer that they knowingly let one of our underage members of staff in, they did not care and continued to let her in.

This just goes to show the attitude of the owners to this licensing objective, they do not care about protecting children from harm.

We can't see how any responsible authority can grant a new licence to the same owners, who have this blatant disregard for the licensing objectives. We, however, fully expect our concerns to be ignored as they have been every time we have raised them as it seems that certain members of the local authority/police turn a blind eye to all actions that this individual and his businesses do.





Enter map title

Scale: 1:2500 Printed on: 13/5/2019 at 12:32 PM by LorraineN



**HUMAN RIGHTS** 

#### Article 8

- 1. Everyone has the right to respect for his private and family life, his home and his correspondence.
- 2. There shall be no interference by a public authority with the exercise of this right except such as is in accordance with the law and is necessary in a democratic society in the interests of national security, public safety or the economic well-being of the country, for the prevention of disorder or crime, for the protection of health or morals, or for the protection of the rights and freedoms of others.

## Article 1 of the First Protocol

Every natural or legal person is entitled to the peaceful enjoyment of his possessions. No one shall be deprived of his possessions except in the public interest and subject to the conditions provided for by law and by the general principles of international law. The preceding provisions shall not, however, in any way impair the right of a State to enforce such laws as it deems necessary to control the use of property in accordance with the general interest or to secure the payment of taxes or other contributions or penalties.

#### Article 6(1)

In the determination of his civil rights and obligations or of any criminal charge against him, everyone is entitled to a fair and public hearing within a reasonable time by an independent and impartial tribunal established by law. Judgement shall be pronounced publicly but the press and public may be excluded from all or part of the trial in the interest of morals, public order or national security in a democratic society, where the interests of juveniles or the protection of the private life of the parties so require, or to the extent strictly necessary in the opinion of the court in special circumstances where publicity would prejudice the interests of justice.

### Article 10

- 3. Everyone has the right to freedom of expression. This right shall include freedom to hold opinions and to receive and impart information and ideas without interference by public authority and regardless of frontiers. This Article shall not prevent States from requiring the licensing of broadcasting, television or cinema enterprises.
- 4. The exercise of these freedoms, since it carries with it duties and responsibilities, may be subject to such formalities, conditions, restrictions or penalties as are prescribed by law and are necessary in a democratic society, in the interests of national security, territorial integrity or public safety, for the prevention of disorder or crime, for the protection of health or morals, for the protection of the reputation or rights of others, for preventing the disclosure of information received in confidence, or for maintaining the authority and impartiality of the judiciary.



# LICENSING AUTHORITY: MAIDSTONE BOROUGH COUNCIL

<u>Licensing Act 2003 Sub-Committee Hearing Procedure of</u>

<u>Applications for New Premises Licences/Club Premises Certificates and Variations to existing licences and certificates</u>

# **Introduction and Procedure**

	T			
i)	Intr	oau	CTIO	ns

	Chairman will request all those persons participating in the hearing to identify iselves, starting with the:
	lembers of the sub-committee (who will, if applicable, declare any personal or rejudicial interests)
☐ Le	egal advisor
□ c	ommittee clerk
□м	aidstone Borough Council licensing officers/managers
□ A <sub>I</sub>	pplicant (and any representative)
☐ Ea	ach responsible authority (and any representative)
□ Ea	ach interested party (and any spokesperson or representative)
ii) <u>Proc</u>	edural Matters
• <u>P</u>	<u>rocedure</u>
TI	he Chairman will:
	Confirm that all parties are aware of the sub-committee hearing procedure and that each party has a copy of the hearing procedure document.
• <u>S</u>	<u>ubmissions</u>
TI	he Chairman will:
	Explain that the sub-committee will allow all parties to put their case fully and make full submissions, within a reasonable time frame.

# **Discussion and cross-examination** The Chairman will: ☐ Explain that the sub-committee procedure shall take the form of a discussion led by the sub-committee. ☐ Explain that the sub-committee will usually permit cross examination (conducted within a reasonable time frame). **Disruptive Behaviour** The Chairman will: ☐ Explain that where any person attending the hearing behaves in a disruptive manner, the sub-committee may direct that person to leave the hearing (including temporarily) and thereafter the person may submit to the subcommittee in writing any information which the person would have been entitled to give orally had the person not been required to leave the hearing. **Reading of Papers** The Chairman will: ☐ Confirm that all sub-committee members have pre-read all the papers and any other documents contained in the report regarding the hearing. **Draft Conditions** The Chairman will: $\square$ Enquire whether draft conditions have been agreed between the applicant and any of the other parties for the sub-committee to consider. Witnesses The Chairman will: $\square$ Enquire whether any parties request to have any witnesses give evidence at the hearing; and if so grant the request unless the request is unreasonable.

☐ Invite the parties, where appropriate, to appoint a spokesperson.

# The Hearing

	<b>Outline of the Application</b>	on and Representati	<u>ions</u>
	The Chairman will ask the outline the application and	_	nunity services manager to briefly egarding the application.
i)	The Applicant		
	$\square$ Opening remarks by th	e applicant (or their r	epresentative).
	$\square$ Evidence of the applica	nt and any witnesses.	
	☐ After each person has given evidence the person may be questioned by each responsible authority, interested party and sub-committee member.		
	☐ If necessary, the application arose during questioning		tative) may clarify any matter that
ii)	Responsible Authorities	(where applicable)	1
	RESPONSIBLE AUTHORITY	Tick if applicable	
	Police		
	Trading standards		
	Environmental Health		
	Child Protection		
	(Social Services)		
	Planning		
	Fire and Rescue		
	☐ Opening remarks by the representative). ☐ Evidence of the response		the responsible authority (or their and any witnesses.
	•		rson may be questioned by the nterested party and sub-committee
	If necessary, the officer (or representative) may clarify any matter that arose during questioning.		
iii)	<u>Interested Parties</u>		
	$\square$ Opening remarks by th	e interested party (or	spokesperson/representative).
	$\square$ Evidence of the interes	ted party and any wit	nesses.
	•		rson may be questioned by the r interested party and sub-committee
	If necessary, the interement in the interement in the interest		sperson/representative) may clarify any

Clos	sing Speeches
In the	e following order:
	Each Responsible Authority
	Each Interested Party
	The Applicant
End	of Hearing
	The Chairman will ask the members of the sub-committee if they have any final questions for any party to the hearing.
	The Chairman will ask the legal advisor whether there are any further matters to be raised or resolved before the hearing is closed.
	The Chairman will bring the hearing to a close and shall declare that the sub-committee will retire, to private session, to consider the application, all relevant representations, evidence, the relevant extracts of Licensing Authority's Statement of Licensing Policy, the relevant extracts of the National Guidance issued under section 182 of The Licensing Act 2003 and the licensing objectives under the Licensing Act 2003.
	The Chairman shall invite the legal advisor to remain with the sub-committee during its deliberations and ask all other persons to withdraw from the room.
The	Decision
The C	hairman shall declare in public session:
	The sub-committee's determination.
	All parties to the hearing will receive a copy of the written Determination Notice regarding the sub-committee's determination.
	All parties may appeal against the sub-committee's decision within 21 days beginning with the day on which the appellant is notified of the Licensing Authority's written determination. Appeals must be lodged with the Magistrates' Court. Parties should be aware that the Magistrates Court may make an order with respect to costs on any appeal.
	The hearing is formally closed.