

# Licensing & Regulatory Panel

Thursday 18 June 2015

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A Licensing & Regulatory Panel will be held at the Town Hall, Royal Leamington Spa on Thursday 18 June 2015 at **10.00 am**.

Membership: Councillors Mrs Falp, Mann and Mrs Redford

## Emergency Procedure

At the beginning of the meeting the emergency procedure for the Town Hall will be announced.

## Agenda

### 1. **Appointment of Chair**

To appoint a Chair for the meeting.

### 2. **Declarations of Interest**

Members to declare the existence and nature of interests in items on the agenda in accordance with the adopted Code of Conduct.

Declarations should be entered on the form to be circulated with the attendance sheet and declared during this item. However, the existence and nature of any interest that subsequently becomes apparent during the course of the meeting must be disclosed immediately. If the interest is not registered, Members must notify the Monitoring Officer of the interest within 28 days.

Members are also reminded of the need to declare predetermination on any matter.

If Members are unsure about whether or not they have an interest, or about its nature, they are strongly advised to seek advice from officers prior to the meeting.

### 3. **Application for a premises licence under the Licensing Act 2003 for Cosy Club, Regent Court, Leamington Spa**

To consider a report from Health & Community Protection **(Item 3/Page 1)**

Published Wednesday 10 June 2015

General Enquiries: Please contact Warwick District Council, Riverside House,  
Milverton Hill, Royal Leamington Spa, Warwickshire, CV32 5HZ.

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E-Mail: [committee@warwickdc.gov.uk](mailto:committee@warwickdc.gov.uk)

Enquiries about specific reports: Please contact the officers named in the  
reports.

Details of all the Council's committees, councillors and agenda  
papers are available via our website [www.warwickdc.gov.uk/committees](http://www.warwickdc.gov.uk/committees)

Please note that the majority of the meetings are held on the first floor at  
the Town Hall. If you feel that this may restrict you attending this  
meeting, please call (01926) 353362 prior to this meeting, so that we can  
assist you and make any necessary arrangements to help you attend the  
meeting.

The agenda is also available in large print,  
on request, prior to the meeting by calling  
01926 353362.

 <b>Licensing &amp; Regulatory Committee</b> <b>18 June 2015</b>		<b>Agenda Item No.</b> <div style="font-size: 2em; float: right;"><b>3</b></div>
<b>Title</b>	Application for a premises licence under the Licensing Act 2003 for Cosy Club, Regent Court, Leamington Spa	
<b>For further information about this report please contact</b>	Emma Dudgeon, Licensing Enforcement Officer, Health and Community Protection. Tel: 01926 456113 Emma.dudgeon@warwickdc.gov.uk	
<b>Wards of the District directly affected</b>	None	
<b>Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006?</b>	No	
<b>Date and meeting when issue was last considered and relevant minute number</b>	N/A	
<b>Background Papers</b>	None	

<b>Contrary to the policy framework:</b>	No
<b>Contrary to the budgetary framework:</b>	No
<b>Key Decision?</b>	No
<b>Included within the Forward Plan? (If yes include reference number)</b>	No
<b>Equality and Sustainability Impact Assessment Undertaken</b>	No

Officer/Councillor Approval		
Officer Approval	Date	Name
Chief Executive/Deputy Chief Executive		
Head of Service	2/6/2015	Marianne Rolfe
CMT		
Section 151 Officer		
Monitoring Officer		
Finance		
Portfolio Holder(s)	29/5/2015	Moira-Ann Grainger
Consultation & Community Engagement		
N/A		
Final Decision?		Yes
Suggested next steps - None		

## 1. SUMMARY

- 1.1 Warwick District Council Licensing Authority has received a valid application for a premises licence from Loungers Limited.
- 1.2 Representations have been received in relation to this application for the consideration of the panel in the determination of the application.

## 2. RECOMMENDATION

- 2.1 Members are asked to consider the information contained in this report and decide whether the application for a premises licence for Cosy Club, Unit 2A, Regent Court, Leamington Spa should be approved and, if so, whether the licence should be subject to any conditions.

## 3. THE APPLICATION

- 3.1 Loungers Limited applied for a premises licence on 24 April 2015. The licensable activities requested are set out in the table below:

	Supply of alcohol for consumption on the premises	Late night refreshment	Opening Hours
Everyday	10:00 to 23:15	23:00 to 23:30	08:00 to 23:30

- 3.2 An operating schedule which has been submitted by the applicant and will form part of any licence issued has been supplied as follows:

### *General*

Overcrowding shall not be permitted in any part of the premises.

The premises licence holder, or the person appointed to be in charge of the premises when licensable activity is taking place, shall provide or have the unhampered use of a telephone on the premises for use in an emergency.

### *The prevention of crime and disorder*

Management and staff shall be in attendance in the trading area at all time that alcohol is sold or supplied.

A CCTV system will be installed and shall be maintained and working. The system will be fit for purpose of the prevention and detection of crime, and be capable of providing images of identification standard. The system will display on the recordings the correct date and time and images will be retained for 31 days. The siting of the cameras will be consulted with the Police crime reduction officer.

The premises licence holder shall require the designated premises supervisor, or in his/her absence other responsible person, to keep an 'incident/refusals logbook in a bound book in which full details of all incidents are recorded. This shall be completed as soon as possible and in any case no later than the close of business on the day of the incident. The time and date when the report was completed, and by whom, is to form part of the entry. The logbook is to be kept on the premises at all times and shall be produced to an authorised officer of the Licensing Authority or a constable when required. There shall be no off sales of alcohol.

### *Public Safety*

Fire appliances, suitable to the fire risks in the premises, shall be provided to the satisfaction of the Licensing Authority and such equipment shall be maintained in proper working order and kept available for instant use. Such equipment shall be maintained in proper working order and kept available for instant use. Such equipment shall be conspicuously placed and unobstructed at all times.

### *The prevention of public nuisance*

The external seating area shall be cleared of customers by 21:00 hours.

Background music shall not be played at a level that will cause unreasonable disturbance to the occupants of any properties in the vicinity.

Applicant shall co-operate with Police or Officers of the Local Authority in the implementation of any initiatives to combat crime, disorder, antisocial behaviour or nuisance in the vicinity.

The premises licence holder shall take appropriate measures to ensure that patrons leave the premises in a quiet and orderly fashion.

The premises licence holder shall ensure that adequate measures are in place to prevent the escape of odours from the premises. This includes odours from food preparation and refuse storage.

The premises licence holder shall ensure that adequate measures are in place to remove litter or waste arising from their customers and to prevent such litter from accumulation in the immediate vicinity of their premises.

### *The protection of children from harm*

All staff to be trained in the prevention of underage sales to a level commensurate with their duties. All such training to be updated as necessary for instance when legislation changes and should include training on how to deal with difficult customers. The training should be clearly documented and signed and dated by both the trainer and the member of staff receiving it. The documentation shall be available for inspection on request by an authorised officer of the Licensing Authority or a constable.

An approved proof of age scheme shall be adopted, implemented and advertised within the premises such as 'Challenge 25' whereby an accepted form of photographic identification shall be requested before any alcohol is sold to any person who appears to be under 25 years of age. Acceptable proof of age shall include identification bearing the customers photograph, date of birth and integral holographic mark or security measure. Suitable means of identification would include PASS approved proof of age card, photo-card driving licence and passport.

- 3.3 Representations have been received from Warwickshire Police attached as Appendix 1, Warwick District Council Environmental Health attached as Appendix 2 and a local resident attached as Appendix 3.

3.4 The applicant has accepted 12 conditions put forward by Warwickshire Police, these conditions are detailed below.

1. CCTV to be installed to the current British Standard BS7958. This consists of:  
Cameras shall cover all public areas.  
Head and facial recognition coverage.  
Recordable and retained for a minimum of 31 days.  
images will record in real time, ideally 25 frames per second, but a minimum of 12 frames per second.  
CCTV images to be made available to Police or Local Authority upon reasonable request.  
Signed off by Warwickshire Police Architectural Liaison officer.
2. All Staff training records to be maintained and made available for inspection on reasonable request from responsible authority.
3. Staff to be trained in drunk and drugs awareness
4. DPS to make on going professional risk assessments as to whether to employ door supervisors at anytime
5. Premises to join the locally approved retail radio scheme and conform to its policies and procedures
6. No Open vessels to be taken outside the curtilage of the premises at any time.
7. Any outside areas to be demarked by physical barriers or similar with clear signs displayed to instruct patrons that vessels must not be taken outside said area.
8. Outside areas and activity must cease and be cleared at 22.30hrs
9. Challenge 25 Scheme to be adopted and enforced
10. Refusals book / registered to be maintained and made available for inspection on reasonable request from responsible authority.
11. All staff to be trained in age verification policies and procedures
12. No persons under the age of 18 years will be allowed on the premises after 21.00hrs unless accompanied by a responsible adult of 18 years or above and with the express permission and knowledge of the DPS or someone acting under their authority

Condition numbers 1 and 2 as set out in Appendix 1 have not been agreed by the applicant.

3.5 There have been no representations received from:

- Trading Standards
- Fire Authority
- Enforcement Agency for Health and Safety.
- The Licensing Authority
- Authority Responsible for Planning
- National Health Service/Public Health
- Body responsible for the protection of children from harm

3.6 There are currently no licensable activities taking place at the premises and therefore there is no evidence in relation to licensing which can be detailed in the report.

- 3.7 A map of the area of the premises is attached as Appendix 4 and a plan of the internal area of the premises submitted by the applicant will be made available at the licensing panel.

- 3.8 **These premises are located within the Council's Cumulative Impact Zone. This means that the applicant must prove that the application will not impact significantly on any of the Licensing Objectives – it is not for anyone making representations to prove it will.**

#### **4. POLICY FRAMEWORK**

- 4.1 When considering the application the panel must give appropriate weight to:-
- a) The representations received.
  - b) Statutory guidance issued by the Secretary of State under Section 182 of the Licensing Act 2003.
  - c) The Council's Licensing Policy Statement (attached as appendix 5)
  - d) The Licensing Objectives, which are:-
    - i) The Prevention of Crime and Disorder.
    - ii) Public Safety.
    - iii) The Prevention of Public Nuisance.
    - iv) The Protection of Children from Harm.

However, it should only consider those licensing objectives which have been referred to in the representations received.

- 4.2 The Council's Licensing Policy Statement provides that the authority will take an objective view on all applications and will seek to attach appropriate and proportionate conditions to licences where necessary in order to ensure the promotion of the four licensing objectives. Each application will be judged on its own merits.
- 4.3 Details of the procedure adopted by the Licensing Committee for Panel Hearings have been supplied to the applicant and those making representations. The procedure will be explained more fully by one of the Council's Legal Team at the commencement of the hearing.

#### **5. BUDGETARY FRAMEWORK**

- 5.1 There would be costs associated with any appeal against the decision as set out in 6.1 below.

#### **6. RISKS**

- 6.1 Any decision made by the Panel may be appealed against at a Magistrates Court within 21 days of the decision. There would be costs associated with responding to an appeal and the Council could be ordered to pay the Appellants costs if it is deemed to have behaved unreasonably.



## Licensing Act 2003

## REPRESENTATION FORM FROM RESPONSIBLE AUTHORITIES

Responsible Authority (please delete as applicable):

Police

<b>Your Name</b>	PS 645 Paul Calver
<b>Job Title</b>	Harm reduction Sgt
<b>Postal and email address</b>	Leamington Police Station, Newbold Terrace, Leamington Spa
<b>Contact telephone number</b>	01926 684166

<b>Name of the premises you are making a representation about</b>	Cosy bar
<b>Address of the premises you are making a representation about</b>	Regent Court, Livery St, Leamington Spa

<b><i>Which of the four licensing Objectives does your representation relate to?</i></b>	<b><i>Yes Or No</i></b>	<b><i>Please detail the evidence supporting your representation. Or the reason for your representation. Please use separate sheets if necessary</i></b>
<b>To prevent crime and disorder</b>	Yes	<p>Warwickshire Police has considered the application to grant this premises licence and would ask Warwick District Council to refuse this application in its current form</p> <p>Warwickshire Police believes that allowing this new premise licence will increase Crime &amp; Disorder in the vicinity.</p> <p>The premises is within the Cumulative Impact Zone of Leamington Spa.</p> <p>Further evidence will be supplied in advance of any hearing</p>
<b>Public safety</b>	No	
<b>To prevent public nuisance</b>	Yes	As above
<b>To protect children from harm</b>	No	.

**Suggested conditions that could be added to the licence to remedy your representation or other suggestions you would like the Licensing Sub Committee to take into account. Please use separate sheets where necessary and refer to checklist.**

Warwickshire Police would request the following conditions to be placed on the license to promote the licensing objectives .

The requested condition is :-

1. Alcohol to be tabled served by waiter/waitress service at all times
2. Alcohol only to be supplied to those persons partaking of a table meal or those waiting to be seated.
3. CCTV to be installed to the current British Standard BS7958. This consists of:
  - Cameras shall cover all public areas.
  - Head and facial recognition coverage.
  - Recordable and retained for a minimum of 31 days.
  - images will record in real time, ideally 25 frames per second, but a minimum of 12 frames per second.
  - CCTV images to be made available to Police or Local Authority upon reasonable request.
  - Signed off by Warwickshire Police Architectural Liaison officer.
4. All Staff training records to be maintained and made available for inspection on reasonable request from responsible authority.
5. Staff to be trained in drunk and drugs awareness
6. DPS to make on going professional risk assessments as to whether to employ door supervisors at anytime
7. Premises to join the locally approved retail radio scheme and conform to its policies and procedures
8. No Open vessels to be taken outside the curtilage of the premises at anytime.
9. Any outside areas to be demarked by physical barriers or similar with clear signs displayed to instruct patrons that vessels must not be taken outside said area
10. Outside areas and activity must cease and be cleared at 22.30hrs
11. Challenge 25 Scheme to be adopted and enforced
12. Refusals book / registered to be maintained and made available for inspection on reasonable request from responsible authority.
- 13, All staff to be trained in age verification policies and procedures
14. No persons under the age of 18 years will be allowed on

	the premises after 21.00hrs unless accompanied by a responsible adult of 18 years or above and with the express permission and knowledge of the DPS or someone acting under their authority
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Signed:



Date: 12<sup>th</sup> May 2015

**Licensing Hearing Evidence**  
**Cosy Club**  
**Regent Court, Leamington Spa**

Warwickshire Police object to the issue of this license.

The premises that is applying for a license does not currently hold a premise license under the Licensing Act, and also falls within the Warwick District Council Special Policy Area of Cumulative impact Zone.

The special policy has been set up by Warwick District Council based on crime and disorder figures supplied by Warwickshire Police, and thus demonstrates a high level of crime and disorder in the area.

Under section 13.29 & 13.30 of the 182 Home Office guidance, it is down to the applicant to rebut the presumption that an increase in license premises in the area will not effect the said crime and disorder, and it is down to the applicant to demonstrate how they will prevent that effect. There is currently insufficient in the operating schedule of the application that provides any reassurance of non effect.

There has been several email communications with the premises regarding the police concerns and suggested conditions, where a number have been agreed, but the main concerns about the operation of the premises regarding a bar, have failed to come to an agreement, and therefore it is Warwickshire Police's opinion that the venue have failed to reassure and demonstrate sufficient control measures in place to not have an impact on crime and disorder in the area.

The area of Regent Court has recently been transforming from a retail outlet location to a night time economy location, with a number of restaurants and bars coming into the area, ie Yo! Sushi!, Gourmet Burger Kitchen, Bellagio, Turtle Bay and Cote's, and as such is becoming a quite high density of license premises.

Under Sect 13.36 of the 182 Guidance, consideration can be given to applications that are unlikely to add to the cumulative impact on the area and gives examples of restaurants and other similar venues, although this premises in our opinion **does not** fall under that classification due to the operating schedule submitted, and conditions not agreed, resulting in it not being solely a restaurant in the true form of the definition

Due to the saturation of the area with licenses premises, the special policy in place, and an operating schedule that does not contain sufficient measures to promote the prevention of the four licensing objectives, Warwickshire Police have very strong concerns that the issue of this license will have an effect on the cumulative impact crime and disorder and public nuisance in the area. We therefore object to the issue of this license in its present form and would urge the licensing panel to support the district council special policy in refusing this application.

The List of requested conditions by Warwickshire Police are as follows, of which we believe all are accepted by the applicant except numbers 1 & 2 in bold. There have been a number of alternatives suggested by the applicant, to replace these two conditions, but none of the alternatives reassure Warwickshire Police about the operation of the premises, and in out opinion are such worded that they are not enforceable and potentially ambiguous for the responsible authorities to enforce.

Conditions requested:-

**1. Alcohol to be tabled served by waiter/waitress service at all times**

**2. Alcohol only to be supplied to those persons partaking of a table meal or those waiting to be seated.**

**NOT PROTECTIVELY MARKED**

3. CCTV to be installed to the current British Standard BS7958. This consists of:
  - Cameras shall cover all public areas.
  - Head and facial recognition coverage.
  - Recordable and retained for a minimum of 31 days.
  - images will record in real time, ideally 25 frames per second, but a minimum of 12 frames per second.
  - CCTV images to be made available to Police or Local Authority upon reasonable request.
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4. All Staff training records to be maintained and made available for inspection on reasonable request from responsible authority.
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13. All staff to be trained in age verification policies and procedures
14. No persons under the age of 18 years will be allowed on the premises after 21.00hrs unless accompanied by a responsible adult of 18 years or above and with the express permission and knowledge of the DPS or someone acting under their authority

PS 645 Paul Calver  
Harm reduction  
South Warwickshire Policing Area

**NOT PROTECTIVELY MARKED**



**WARWICK DISTRICT COUNCIL**  
**Licensing Act 2003**

**REPRESENTATION FORM FROM  
RESPONSIBLE AUTHORITIES**

**Responsible Authority** – Environmental Services, Riverside House, Milverton Hill, L/Spa, CV32 5HZ.

<b>Your Name</b>	Michael Jenkins
<b>Job Title</b>	Environmental Health Officer (Career Grade)
<b>Postal and email address</b>	Warwick District Council, Milverton Hill, Leamington Spa, CV32 5HZ.
<b>Contact telephone number</b>	(01926) 456724

<b>Name of the premises you are making a representation about</b>	<b>Cosy Club</b>
<b>Address of the premises you are making a representation about</b>	Unit 2A Regent Court, Leamington Spa CV32 4NP

<b><i>Which of the four licensing Objectives does your representation relate to?</i></b>	<b><i>Yes Or No</i></b>	<b><i>Please detail the evidence supporting your representation. Or the reason for your representation. Please use separate sheets if necessary</i></b>
<b>To prevent crime and disorder</b>		
<b>Public safety</b>		
<b>To prevent public nuisance</b>	Yes	<p>Environmental Health has considered this application and would recommend that it is refused in its current form</p> <p>Environmental Health believes that granting this premises licence will significantly increase public nuisance within Regent Court.</p> <p>The premises is within the Cumulative Impact Zone of Leamington Spa.</p> <p>Further evidence will be supplied in advance of any hearing</p>
<b>To protect children from harm</b>		

<b>Suggested conditions that could be added to the licence to remedy your representation or other suggestions you would like the Licensing Sub Committee to take into account. Please use separate sheets where necessary and refer to checklist.</b>	<ul style="list-style-type: none"> <li>• No display of advertisements outside the premises advertising drinking promotions.</li> <li>• No speakers for the amplification of music shall be placed on the outside of the premises.</li> <li>• No open vessels shall be taken outside the curtilage of the premises at any time</li> <li>• The use of the external seating area will cease at 19:30 hours.</li> <li>• External dining furniture will remain secured outside overnight</li> <li>• The provision of alcohol must only be provided ancillary to a substantial table meal</li> <li>• No regulated entertainment shall be held at the premises</li> <li>• All doors and windows will be kept closed after 19:30 except for access and egress .</li> <li>• <u>Normal Opening Hours</u> - Monday to Sunday from 08:00 to</li> </ul>
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	23:30. From the end of permitted hours on New Year's Eve to 01:00 on New Year's Day.

<b>Comments / Objections / Observations</b>	Environmental Health object to this application
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Signed:



Date: Thursday 14<sup>th</sup> May 2015

Cosy Club is proposed to be located on Livery Street, within the Regent Court development and Regent Court is currently in the process of converting a large number of retail units into restaurant uses. Environmental Health (EH) has sought to agree appropriate conditions for the operating schedule to ensure that the venue operates as a restaurant and not as a bar but Cosy Club have been unwilling to accept this restriction.

In the past 12 months WDC has received Premises Licence applications for Yo! Sushi!, Gourmet Burger Kitchen and Cote within Regent Court and they have all accepted conditions that are substantively the same as those proposed for Cosy Club.

The crucial condition that has not been accepted by Cosy Club is:

*The provision of alcohol must only be provided ancillary to a substantial table meal*

This condition is designed to prevent the premises operating as a bar because operating as a bar has been shown to cause significantly more noise from customers in the street and in our view will cause public nuisance to local residents.

### **Cumulative Impact Zone**

This application for a new premises licence is within the cumulative impact zone (CIZ), an area recognised to be at saturation point for licensed premises. The applicant has not adequately demonstrated that their operating schedule will not impact upon the public nuisance licensing objective.

### **The acoustic environment**

Regent Court is an acoustically hard environment with high rise buildings on either side, creating a canyon effect where the reflective surfaces allow noise to be readily transmitted from one end of the development to the other.

Regent Court is curved in shape, and Cosy Club is proposed within the central area of this curve, meaning that noise created outside the premises is largely unable to escape without travelling past residential dwellings which are located at first floor level and above throughout the development.

Regent Court is a pedestrian area with no road traffic, as a result the background noise level is significantly lower than for other streets within Leamington Spa town centre. The effect of this is that any noise created within Regent Court has a greater potential to cause nuisance as it is less likely to be masked by any other background noise.

The noise sensitivity of the Regent Court layout is exacerbated further by the fact that the residential dwellings looking out onto Regent Court are single aspect, with their only means of natural ventilation at the front of the dwelling. Environmental Health officers have monitored the noise from several of these residential dwellings arising from passing customers in Regent Court. They have determined that the acoustic environment is so sensitive that the noise from customers holding normal conversations in the street can be clearly audible within residential dwellings in the evenings, and as such any raised voices or laughter is typically intrusive, preventing reasonable enjoyment of their dwellings and/or sleep.



## **Noise complaints**

During the summer months of last year Environmental Health received frequent complaints from local residents regarding noise in the street from customers attending licensed premises within Regent Court. The vast majority of these complaints were focused on the two licensed premises that have been observed to operate as a bar in the evenings.

It has been observed that premises offering alcohol without a substantial table meal in the evenings act as a nexus for customers in the street, drawing large groups from the surrounding area. These customers are often observed to leave these venues intoxicated with alcohol and cause public nuisance from raised voices in the street.

Once outside the premises, the licensed premises operators are unable to control the activities of their customers in the street. Regent Court does have security personnel which routinely patrol the area; however, their intervention can only be sporadic, often leaving large groups to disperse on their own accord once the disruption has already been caused, or intervening and potentially prolonging the disturbance further.

It has also been shown that the two licensed premises that have been observed to operate as bar in the evening encourage groups of smokers to gather outside, again causing significant noise nuisance to residents that surround the premises.

## **Conclusion**

At the time that the decision was taken to redevelop Regent Court as a food court the vision was to attract family restaurants to the area, mindful of the fact that any commercial operation has to coexist with a large number of residential dwellings. Given the noise sensitivity of the area it is inevitable that any premises operating as a bar into the evenings will cause public noise nuisance in the street and this has been substantiated with the complaints we have received and the monitoring undertaken by EH officers. In our view the condition proposed to tie alcohol consumption to eating should be acceptable to any premises that intends to operate as a restaurant and as such we would ask that you impose the list of conditions suggested in the initial EH representation dated 14/5/15 should you decide to grant the Premises Licence, with the addition of the following condition:

*There shall be no promotions that offer discounted alcoholic drinks after 19.00 hrs.*

**Emma Dudgeon**

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**From:** Terry & Dee [REDACTED]  
**Sent:** 21 May 2015 17:15  
**To:** Licensing  
**Subject:** WDCPREM00828 The Cosy Club Unit 2A Regent Court Leamington Spa CV32 4NP  
for the following reasons:-

I object to the application for licence number WDCPREM00828 The Cosy Club Unit 2A Regent Court Leamington Spa CV32 4NP for the following reasons:-

Planning and A3 status are not sufficient to ensure that restaurants are operating as restaurants and not drinking establishments. There has already been stealth trading as A4 in the evenings from some restaurants within Regent Court which have caused and continue to cause issues of noise disturbance. The council have recognised this and have tried to enforce with limited success and have therefore placed stricter conditions on more recent applications in order to protect the amenity of residents. Residents have no issue with pure restaurant activity and have indeed endorsed subsequent applications because mutually agreeable conditions have been put in place. The licensing must reflect the same intention and the fact that the regeneration concept of Regent Court and planning conditions are based on a 'family' restaurant environment that is very sympathetic to the high noise sensitivity of the very enclosed area of Regent Court and Livery Street. Any request for licensing that allows vertical drinking and serving of alcohol without food or table service is totally outside this concept and will allow the premises to act purely as a bar during the evenings. This is not an acceptable position as significant work has been done to reach a compromise based on the restaurant area concept. Residents have always been assured that Regent Court would not become a bar area and we must be protected with conditions and licencing that reflect the fact that these are A3 restaurants and not bars. Stricter licensing must be put in place to ensure that food and table service is the primary offering and not allow alcohol and vertical drinking as a stand-alone activity.

Bernadette Smith  
1, Napoleon House, 4 Livery Street, Leamington Spa CV32 4NP





# **STATEMENT OF LICENSING POLICY**

**Reviewed May 2014 &  
Approved by Warwick District Council on 25 June 2014**

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## **1. Summary and purpose**

- 1.1 Warwick District Council (the Licensing Authority) makes this Statement of Licensing Policy in pursuance of its duties and powers under the Licensing Act 2003, (the Act) and the guidance issued under Section 182 of the Act.
- 1.2 Warwick District Council (WDC) is situated in the south of Warwickshire in the centre of England. Appropriately for England's heartland, Warwick District Council's boundaries are roughly heart-shaped, embracing an area of some 28,253 hectares with a population exceeding 138,000 people. The District covers four towns, Royal Leamington Spa, Warwick, Kenilworth and Whitnash as well as a large rural area with 18 Parish Councils. It is acknowledged that the town centres have a large proportion of residential premises.
- 1.3 The policy will relate to current legislation, and, where possible, to local factors, allowing flexibility and the potential to expand and augment the local economy and promote cultural issues.
- 1.4 The aim of this Policy is to demonstrate how WDC, will promote the four licensing objectives. These objectives are:
- prevention of crime and disorder;
  - public safety;
  - prevention of public nuisance; and
  - protection of children from harm.

WDC recognises that the promotion of the Licensing Objectives relies heavily on a partnership between license holders, authorised persons, responsible authorities and other persons in pursuit of common aims.

- 1.5 In making this Policy, the Licensing Authority recognises the following:-
- that residents within, and visitors to the District, need a safe and healthy environment to live, work and visit; and
  - that safe and well run entertainment premises are important to the local economy and vibrancy of the District.
- 1.6 This Statement provides guidance to Responsible Authorities, applicants for and holders of premises licences, objectors and residents on the general approach that the Licensing Authority will implement through its Licensing Committee
- 1.7 When making its decisions on licensing applications, the Licensing Authority will have regard to the matters contained in this Statement, the Act, the guidance issued under section 182 of the Act, the provisions of the Human Rights Act 1998 and in particular, Article 6 (right to a fair and public hearing); Article 8 (right to respect for home, private and family life) and Article 1 of the First Protocol (right to peaceful enjoyment of property and possessions), and the Race Relations Act 1976 and the Race Relations (Amendment) Act 2000.
- 1.8 This Statement covers the period up to 30<sup>th</sup> August 2018 and will be kept under review and revised as required, following consultation where necessary.

## **2. Licensing Policy & South Warwickshire Community Safety Partnership**

- 2.1 The 1998 Crime and Disorder Act and subsequent amendments require the Police and local authorities to work together and with others to reduce crime and disorder. To this end, Crime & Disorder Reduction Partnerships were formed and are now called Community Safety Partnerships.
- 2.2 South Warwickshire Community Safety Partnership (SWCSP) was formed in September 2008 when the district crime and disorder partnerships for Stratford & Warwick districts merged following years of close collaboration. The vision statement for SWCSP is *'that the districts should be an attractive, environmentally sustainable, desirable area to live in, work and visit, with a sense of safety which reflects the low risk of becoming a victim of crime in the area'*.
- 2.3 Tackling violent crime has remained a priority in Warwick District since 1998 with Leamington Town Centre as the main focus of partnership activity. Tackling violent crime and specifically street violent crime is one of three SWCSP priorities. A 60 point partnership action plan is in place to reduce violent crime and rowdy behaviour in our town centres.
- 2.4 The policy of working with licensees in South Warwickshire has delivered national best performance and practice.
- 2.5 The age group most likely to be victims and perpetrators of violent crime is 18-30. A key initiative to engage with this group is Operation 'Your Town, Your Choice' which takes place on pay-day weekends in hot-spots at the busiest times of 9pm to 4am. An early intervention approach is used utilising direct to leave dispersal authorities together with designated public places powers and has a real impact on reducing violence and rowdy behaviour.
- 2.6 This best example of partnership working across all agencies in South Warwickshire illustrates the commitment to tackling on-street violent crime. In addition enhanced policing, Street Marshals, Street Pastors and CCTV control rooms support this approach.
- 2.7 Joint Licensing Enforcement visits are a key feature of these evenings ensuring that licensees are taking their responsibilities seriously. Engagement with 18 to 30 year olds is carried out on roads closed to traffic. Health related activities are offered in exchange for completing questionnaires on particular themes, for example, pre-loading. Results from these activities and questionnaires inform how and when the hot-spots are staffed and how young people can be assisted in having an enjoyable and safe night. A unique partnership pilot with St John Ambulance Service has provided a care and repair service on busy nights in Leamington called 'The Cabin' and staffed by up to 10 volunteers.
- 2.8 A further developing part of this approach is the Street Pastor Scheme introduced in 2013. The scheme provides a vital service, and integrates well into the overall multi-agency approach adopted. Further information about Street Pastors may be obtained on their website at [www.leamingtonspa.streetpastors.org.uk](http://www.leamingtonspa.streetpastors.org.uk)

### **3 Delegation of Functions for Regulatory Matters**

- 3.1 The Council has established a Licensing Committee with delegated powers to deal with licensing matters
- 3.2 The Licensing Committee has delegated the decision making to Licensing Panels when a hearing is required. These Panels are sub-committees consisting of three members of the full Committee. All other matters that do not require hearings have, upon Home Office advice, been delegated to officers.

### **4 Further Strategies**

- 4.1 WDC has adopted the following strategies that it feels will help it to achieve its desired goals:
- It will work together with all partners as well as local businesses and residents to try to achieve an acceptable level of harmonisation between the two, accepting that this may not always be possible.
  - It accepts that an active and successful Crime and Disorder Partnership is one of the key factors in achieving its desired goals.
  - It recognises the importance of working with other agencies and holds and organises a Multi- Agency Licensing Group on a regular basis to discuss any problems that may arise within its district.
  - The value of action plans as a method of obtaining compliance from premises is recognised and used whenever they become necessary.
  - An Enforcement Policy which incorporates the Regulator's Compliance Code has been adopted. Both of these may be found on WDC's website,
  - In recognising the need to minimise late night noise nuisance, WDC would expect that after 23.00 all persons outside the premises would move indoors, and that any sound, amplified or unamplified, from within the premises should not disturb residents in neighbouring domestic properties. However, any conditions added to the premises licence to achieve this aim will be proportionate, enforceable and relevant to that particular premise.
  - WDC has adopted a special policy addressing the cumulative impact of the number of licensed premises in Leamington Spa Town Centre. Full information on this policy may be found at paragraph 10 below.

### **5. The four Licensing Objectives**

#### **5.1 Prevention of Crime and Disorder**

- 5.1.1 In addition to the requirement for the Licensing Authority to promote the licensing objectives, it also has a duty under Section 17 of the Crime and Disorder Act 1998 to exercise its functions with due regard to the likely effect of the exercise of those functions, and to do all it reasonably can to prevent crime and disorder in the District.
- 5.1.2 The Licensing Authority will expect all licensed premises to be managed responsibly.



- 5.1.3 When considering applications for premises licences for late night refreshment the Licensing Authority will take into account the potential for high levels of disorder that this type of premises may cause to the night time environment.
- 5.1.4 The Licensing Authority will consider attaching conditions to licences and certificates to prevent crime and disorder. Any such conditions imposed will be tailored to the style and characteristics of the premises and the type of activities expected to take place. Any conditions added will be precise and enforceable and will be unambiguous and clear in what they intend to achieve.
- 5.1.5 The Licensing Authority recognises that there are a number of mechanisms for addressing unlawful or anti-social behaviour that occurs away from licensed premises, qualifying clubs and temporary events. These include:–
- planning controls;
  - enforcement of Environmental Protection legislation (e.g. on noise nuisance);
  - positive measures to provide a safer and clean town centre;
  - environmental controls, in partnership with local businesses, transport operators and other departments of the Council;
  - powers to designate parts of the District as restricted alcohol areas
  - police enforcement of the law with regard to disorder and anti-social behaviour, including the issue of fixed penalty notices;
  - dispersal of people quickly and safely from town centres to avoid concentrations which may produce disorder and disturbance;
  - the prosecution of any personal licence holder or member of staff at such premises who is selling alcohol to people who are drunk;
  - confiscation of alcohol from adults and others in designated areas;
  - all current police and local authority powers of closure in force at the time
  - the power of police, other responsible authorities or a local resident or business to seek a review of the licence or certificate in question.

## **5.2 Public safety**

- 5.2.1 The Licensing Authority will consider attaching conditions to licences and certificates to promote public safety. Any such conditions will be tailored to the style and characteristics of the premises and the type of activities expected to take place there and will be precise and enforceable and will be unambiguous and clear in what they intend to achieve.

## **5.3 Prevention of public nuisance**

- 5.3.1 The Licensing Authority will take an objective view as to the potential for nuisance and will seek to attach appropriate and proportionate conditions to licences and certificates where necessary in order to prevent it. The conditions added will be precise and enforceable and will be unambiguous and clear in what they intend to achieve. Any such conditions imposed will be tailored to the style and characteristics of the premises and the type of activities expected to take place there. In each individual case that arises following representation, the Licensing Authority will:
- consider the potential for nuisance associated with the style, characteristics and activities of the licensable activity involved;
  - examine the potential steps which could be taken to reduce the risk of nuisance, particularly in areas of dense residential accommodation; and

- consider restricting the hours of the licence or the licensable activity only as a last resort because of the potential impact on disorder and anti-social behaviour from fixed and artificially early closing times.

5.3.2 By way of guidance, the Licensing Authority would expect that after 23.00 all patrons of a licensed premises will move indoors, and any amplified sound to be inaudible in neighbouring domestic properties.

5.3.3 Any exceptions to this would need to be justified in an operating schedule showing how the licensing objectives were still being achieved.

5.3.4 The Licensing Authority expects that premises should usually be closed within half an hour of the end of the last licensable activity.

5.3.5 The Live Music Act 2012 removed live music from the scope of the Licensing Authority, subject to the satisfaction of certain criteria, so it is recognised that its controls in this respect have been reduced. However, conditions may be added or reinstated at a review hearing which will bring live music for that particular premises into the licensing regime. This means that it would be within the licensing Authority's powers, at a review hearing, to place a condition on the premises licence prohibiting the playing of live music at any time. This may arise, for example, if the premises is not suitable for the live music being played; or if frequent disturbance is being caused by the music.

## **5.4 Prevention of Harm to Children**

5.4.1 Nothing in this statement of policy limits the access of children to licensed premises unless it is necessary for the prevention of harm to children. However, this authority does not consider that children should be encouraged to mix in areas that are frequented by the adult drinking public, such as busy town centres. For this reason, birthday parties, etc., for the 18 and under demographic will be actively discouraged in these area.

5.4.2 Areas that may give rise to particular concern in respect of children include premises:

- With a known association with drug taking or dealing;
- Where there is a strong element of gambling on the premises;
- Where entertainment of an adult or sexual nature may be provided (e.g. topless bar staff, striptease, lap/table/pole dancing, strong and offensive language).

5.4.3 It is acknowledged that complete exclusion of children will be rare but the options to be considered by the Council for limiting access of children, where regarded as necessary for the prevention of harm to children, may include any of the following:

- Limitations on the hours when children may be present;
- Age limitations (below 18);
- Limitations or exclusions when certain activities are taking place;
- Restrictions or exclusions in respect of parts of premises;

- Requirements for an accompanying adult;
- Full exclusion of people under 18 from the premises when any licensable activities are taking place.

- 5.4.4 The Licensing Authority cannot impose conditions requiring the admission of children to any premises. Where no licensing restriction is necessary, this will remain a matter for the discretion of the individual licensee or club.
- 5.4.5 In the case of premises giving film exhibitions, the Licensing Authority expects licensees or clubs to include in their operating schedules arrangements to ensure that children will be restricted from viewing age-restricted films classified according to the recommendations of the British Board of Film Classifications.
- 5.4.6 Where a number of children are expected to attend regulated entertainment (e.g. theatre production, 'junior disco', film shows), the Licensing Authority may consider the need to require a specified number of adults to be present at the place of entertainment to control the access and egress of children and to assure their safety. The number of adults required will need to be calculated on the basis of a risk assessment by the applicant and will need to take into consideration the size of the venue, the number and ages and ability of the children present and the type of activity involved. These matters will need to be addressed by the applicant as part of the operating schedule.
- 5.4.7 The Licensing Authority will consider attaching conditions to licences and certificates to prevent harm to children. Such conditions will be appropriate to the premises and will be precise and enforceable and will be unambiguous and clear in what they intend to achieve.
- 5.4.8 The Licensing Authority expects all premises to comply with statutory conditions requiring that a policy must be adopted, laying out how they will address underage drinking. This must be shown in the operating schedule of any premises licence application or variation.

**NOTE:** In the event of any variation submitted to remove any conditions where a hearing is necessary, evidence would be expected to be submitted to the Licensing Panel by the applicant that the change would not impact on the licensing objectives

## **5.5 Health**

- 5.5.1 The Licensing Authority recognises the role of Public Health England acting in its role as a Responsible Authority. Public Health England can make representations in response to either a full licence application or an application for a variation in the conditions of an existing licence. They can also call for the review of a licence if they feel it breaches a licensing objective. Any representation must relate specifically to the premises in question and cannot be a general objection.
- 5.5.1 Representations made by Public Health England must be evidence-based and must demonstrably refer to one or more of the licensing objectives. As there is currently no licensing objective directly relating to public health, Public Health England must ensure their representations are relevant to one of the four existing objectives.

## **5.6 The Licensing Authority as a Responsible Authority**

- 5.6.1 The Licensing Authority are empowered to make representations against new applications for and variations applications to premises licences, as well as call for a review.
- 5.6.2 A procedure has been put into place to ensure that any representation made by the Licensing Authority as a Responsible Authority will be made without prejudicing its ability to determine the application in a fair and objective manner.

## **6. Other Considerations**

### **6.1 Live Music, Dancing & Theatre**

- 6.1.1 This Policy recognises the need to encourage live music, dancing and theatre for the wider cultural benefits of the community generally. In addressing such issues, the potential for disturbance to residents will try to be balanced with the wider cultural benefits to the wider population.

### **6.2 Integration of Strategies**

- 6.2.1 The Licensing Authority will secure the proper integration of this policy with local crime prevention, anti-social behaviour away from licensed premises, planning, transport, tourism and cultural strategies by:
- Liaising and consulting with Warwickshire Police, Community Safety Forum, and considering any guidance from the crime and disorder strategy document; and
  - Liaising and consulting with the appropriate Council Officers, the Planning Committee, the Executive, and considering guidance in the Local Plan.
- 6.2.2 Specific conditions may be attached to premises licences, where appropriate, to reflect local crime prevention strategies. Such conditions may include
- the correct use of well installed closed circuit television cameras;
  - the provision and use of shatterproof drinking receptacles;
  - a drugs and weapons search policy;
  - the use of ID scanners
  - the use of registered door supervisors;
  - specialised lighting requirements;
  - restrictions on hours of opening and licensable activities.
- 6.2.3 Certificates issued to club premises will reflect local crime prevention strategies and may include any or all of the requirements listed above. The Licensing Authority will have regard to any local orders and/or strategies relating to street drinking.

## **7 Other regulatory regimes**

- 7.1 This policy will avoid duplication with other regulatory regimes wherever possible. The following advice relates to specific regimes but is not exhaustive:-

## **7.2 Health and Safety**

- 7.2.1 Premises will normally have been visited by the Council's Health and Community Protection inspection staff with regard to health and safety enforcement at the premises. Certain premises will not fall under this regime and will be the subject of health and safety enforcement by the Health and Safety Executive (HSE). These regimes place a range of general and specific duties on employees, employers, operators of venues and members of the public. Matters arising out of the Health and Safety at Work etc Act 1974 and associated Regulations should not be the subject of conditions that duplicate statutory H&S requirements.

## **7.3 Fire Safety**

- 7.3.1 Premises and their operators will have statutory duties under the current fire safety regime to ensure the safety of patrons visiting the premises. The operating schedule should state the precautions that will be taken to ensure the safety of the public.

## **7.4 Food Hygiene**

- 7.4.1 Premises selling alcohol and/or premises engaged in a food business must be registered with WDC and subject to risk-based food hygiene inspections at regular intervals. The inspections are carried out by the council's Health and Community Protection officers.

## **7.5 Noise**

- 7.5.1 Statutory and public nuisances are dealt with by the Council's Health and Community Safety Section under the Environmental Protection Act 1990 and associated legislation.

## **7.6 Planning**

- 7.6.1 Premises that apply for a licence or a variation of a licence should be aware that they may also need planning permission to carry out the activities applied for.

## **8 Standard Conditions**

- 8.1 The Licensing Authority does not support the use of blanket conditions which, if imposed, may be seen as disproportionate and overly burdensome. Conditions attached to licences will be tailored to the individual styles and characteristics of the premises and events concerned and will be precise and enforceable and will be unambiguous and clear in what they intend to achieve.

## **9 Enforcement**

- 9.1 Inspections of premises will be on a risk assessed basis, to be undertaken when and if judged necessary, assisted by information provided by the Multi Agency Licensing Group.

## **10 Special Policy Regarding Cumulative Impact**

- 10.1 The Licensing Authority recognises that there is a difference between the cumulative impact of premises and commercial need. The latter is a function of market forces and is not a factor the Council may take into account in the discharge of its licensing function.
- 10.2 The Licensing Authority adopted a special policy regarding cumulative impact in November 2005 at the commencement of the Licensing Act 2003 where it considered that a significant concentration of licensed premises would have an impact on the licensing objectives and granting of further licences in that area would add to this impact. When adopting the special policy reference to the steps outlined in the relevant part of the guidance issued under section 182 of the Act.
- 10.3 The Licensing Authority formed two saturation zones, based on information supplied in 2005 on crime and disorder and other related matters. The area and its necessity has been ratified by further figures supplied to the Licensing Authority in January 2009 as part of its review of the cumulative impact policy.
- 10.4 The two zones, when joined together, form the same area as the Leamington Safer Neighbourhood area. In the interest of clarity and transparency, the two zones have been amalgamated into one cumulative impact zone. Properties on both sides of any road which borders the zone are deemed to be included within the zone. A plan of the zone may be found at the end of this policy as Appendix 1.
- 10.5 It is considered that the cumulative impact of further new licences in this zone may lead to the area becoming further saturated with premises of a certain type, including pubs, clubs, takeaways and off licences, making the area a focal point for large groups of people, thereby creating exceptional problems of disorder and nuisance over and above the impact from the individual premises themselves.
- 10.6 The special policy regarding cumulative impact will not be used to try to revoke an existing licence or certificate when representations are made about the way the premises are being operated. However, the special policy may be a justification to refuse an application or to vary a licence or certificate.
- 10.7 The Licensing Authority will not operate a quota of any description including the special policy, that would pre determine an application. Each application will be considered on its individual merits. Proper regard will be given to the contrasting styles and individual characteristics of the premises concerned, and the differing impact they will have on the local community.
- 10.8 If an application for a premises licence within the cumulative impact zone is made, the Licensing Authority will expect the applicant to demonstrate in their operating schedule, the steps to be taken to prevent problems of nuisance and public safety and the steps to be taken to promote the reduction of crime and disorder. **The onus of proof will be on the applicant to show that the application will not impact on the four licensing objectives**

10.9 The Licensing Authority will consider the individual merits of all applications and where it feels to grant the application would be unlikely to add significantly to the cumulative impact in light of the licensing objectives, the Licensing Authority may grant the application.

10.10 The policy will be subject to review.

## **11 Responsible Authorities**

11.1 A list of contact details for Responsible Authorities authorised under the Act is attached to this policy as Appendix 2.

11.2 Responsible Authorities are able to make representations regarding new or variation applications for premises licences and also to seek a review of a current premises licence.

11.3 Representations will only be relevant if they relate to one or more of the licensing objectives referred to in paragraph 5.

## **12. Early Morning Restriction Orders (EMROs) and Late Night Levy (LNL)**

12.1 Following a report from officers, Warwick District Council's Licensing Committee recommended to full Council that it was felt, at the current time, the application of a LNL or EMROs was not appropriate for the council's area.

12.2 The Licensing Committee's recommendation was accepted by full Council during 2013.

12.3 However this Council, in March 2014, has requested officers to review the situation subsequent to Central Government's current consultation on licensing matters and to bring forward an updated report at the earliest possible time on the implications of introducing a late night levy in Warwick District.

## **13 Restricted Drinking Zone**

13.1 The Criminal Justice and Police Act 2001 includes a number of powers to combat crime and disorder, including measures to deal with alcohol related problems. The act gives local authorities the power to designate areas 'Restricted Drinking Zones' where it will become an offence for any person to drink alcohol after being requested not to do so by a police officer.

13.2 The entire area covered by Warwick District has been designated a Restricted Drinking Zone.

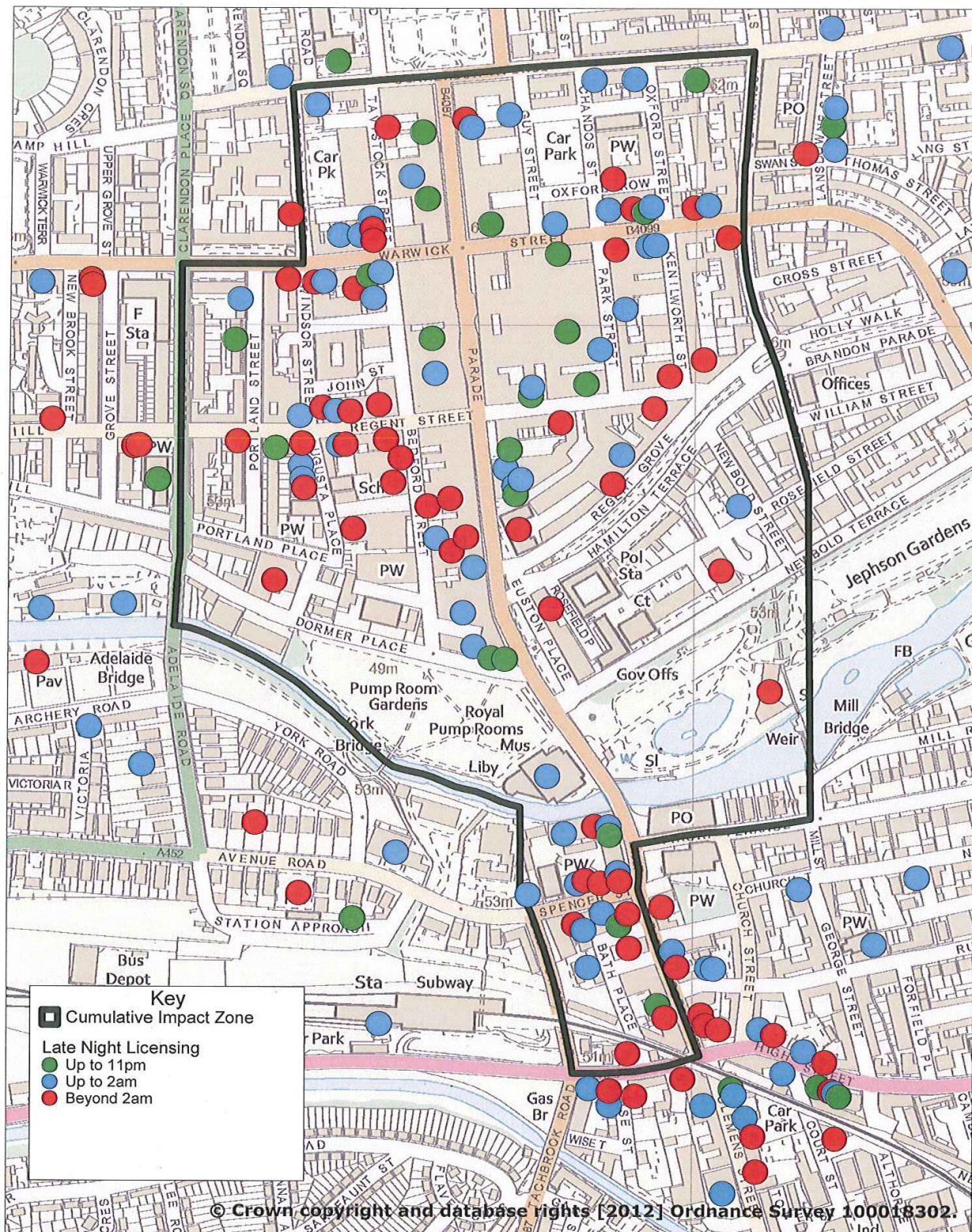
13.2 This means that, anywhere in the district, it is an arrestable offence to fail, without reasonable excuse, to comply with a police officer's request to cease drinking alcohol. The police also have the power to confiscate and dispose of any alcohol and containers in the person's possession.

## **14 Further Information**

- 14.1 The Licensing Authority has produced guidance documents for applicants.
- 14.2 The Council's Health and Community Protection Section offers advice on the process for, and, progress of, applications and as to whether particular activities need to be licensed. If detailed advice on the requirements of the legislation and how it affects you and your premises is required, independent legal advice should be sought.
- 14.3 The granting of a licence under the Licensing Act 2003 does not obviate the need for permissions or consents required under other legislation.



## Appendix 1 – Cumulative Impact Zone (current for 2013)



### Late Night Licences & Cumulative Impact Zone

Scale: 1:5000

Date: 16 October 2012

Riverside House, Milverton Hill, Royal Leamington Spa, Warwickshire. CV32 5HZ

Tel: 01926 410410





## **Appendix 2 – List of Responsible Authorities**

### **POLICE:**

Chief Officer of Police  
Warwickshire Police Licensing Team  
Warwickshire Justice Centre Leamington Spa  
Newbold Terrace  
Leamington Spa  
Warwickshire  
CV32 4EL

Tel: 01926 684033

Fax: 01926 684038

Email: [Liquor.Licensing@warwickshire.pnn.police.uk](mailto:Liquor.Licensing@warwickshire.pnn.police.uk)

### **FIRE AUTHORITY:**

County Fire Officer  
Warwickshire Fire & Rescue Service  
Warwick Street  
Leamington Spa  
CV32 5LH

Tel: 01926 423231

E.Mail: [firesafety@warwickshire.gov.uk](mailto:firesafety@warwickshire.gov.uk)

### **ENFORCEMENT AGENCY FOR HEALTH AND SAFETY:**

Regulatory Manager  
Health and Community Protection  
Warwick District Council  
Riverside House  
Milverton Hill  
Royal Leamington Spa  
CV32 5HZ

Tel: 01926 456707

Email: [ehsafety@warwickdc.gov.uk](mailto:ehsafety@warwickdc.gov.uk)

### **AUTHORITY RESPONSIBLE FOR ENVIRONMENTAL HEALTH:**

Environmental Sustainability Manager  
Health and Community Protection  
Warwick District Council  
Riverside House  
Milverton Hill  
Royal Leamington Spa  
CV32 5HZ

Tel: 01926 456714

Email: [ehpollution@warwickdc.gov.uk](mailto:ehpollution@warwickdc.gov.uk)

### **THE LICENSING AUTHORITY:**

Safer Communities Manager  
Health and Community Protection  
Warwick District Council  
Riverside House  
Milverton Hill

Royal Leamington Spa  
CV32 5HZ

Tel:  
Email:

**AUTHORITY RESPONSIBLE FOR PLANNING:**

Gary Fisher  
Group Leader Development Control  
Warwick District Council  
Riverside House  
Milverton Hill  
Royal Leamington Spa  
CV32 5HZ

Tel: 01926 456541  
Email: [gary.fisher@warwickdc.gov.uk](mailto:gary.fisher@warwickdc.gov.uk)

**BODY RESPONSIBLE FOR THE PROTECTION OF CHILDREN FROM HARM:**

Keith Edwards  
Assistant Head of Service  
Planning and Performance Children  
Young People and Families Directorate  
Saltisford Office Park,  
Ansell Way  
Warwick  
CV34 4UL

Tel: 01926 731139  
Email: [sslicensingapplications@warwickshire.gov.uk](mailto:sslicensingapplications@warwickshire.gov.uk)

**WARWICKSHIRE COUNTY COUNCIL (WEIGHTS & MEASURES):**

Simon Coupe  
Divisional Trading Standards Officer  
Old Budbrooke Road  
Warwick  
CV35 7DP

Tel: 01926 414040  
Email: [simoncoupe@warwickshire.gov.uk](mailto:simoncoupe@warwickshire.gov.uk)

**PUBLIC HEALTH ENGLAND:**

Public Health Department (Licensing)  
NHSWarwickshire/Warwickshire County Council  
PO Box 43 – Shire Hall  
Warwick  
CV34 4SX

Email:  
[PublicHealth5PMPUBLICHEALTHWARWICKSHIREPCT@warwickshire.nhs.uk](mailto:PublicHealth5PMPUBLICHEALTHWARWICKSHIREPCT@warwickshire.nhs.uk)