

Public Document Pack



LICENSING COMMITTEE

Date: Thursday, 28 March 2024

Time: 10.00am

Location: Council Chamber, Danestrete, Daneshill House

Contact: Alex Marsh (01438) 242587

committees@stevenage.gov.uk

Members: Councillors: C Parris (Chair), M McKay (Vice-Chair), S Barr, N Chowdhury, M Downing, J Duncan, C Howells, G Lawrence CC, Mrs J Lloyd, L Martin-Haugh, M Notley, G Snell, A Wells and T Wren.

AGENDA

PART I

1. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

2. MINUTES - 7 DECEMBER 2023

To approve as a correct record the Minutes of the previous meeting of the Committee held on 7 December 2023.

Pages 3 – 6

3. LICENSING APPLICATIONS - PROCEDURE

To note the procedure for the hearing of licensing applications.

Pages 7 – 8

4. APPLICATION FOR THE GRANT OF PREMISES LICENCE - ROOKERY YARD, 70 HIGH STREET, STEVENAGE, SG1 3EA.

To determine an application for the grant of a premises licence for Rookery Yard, 70 High Street, Stevenage, SG1 3EA.

Pages 9 – 76

5. URGENT PART I BUSINESS

To consider any Part I business accepted by the Chair as urgent.

6. EXCLUSION OF PUBLIC AND PRESS

To consider the following motions

1. That under Section 100A of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as described in Paragraphs 1 7 of Part 1 of Schedule 12A of the Act as amended by Local Government (Access to Information) (Variation) Order 2006.

2. That Members consider the reasons for the following reports being in Part II and determine whether or not maintaining the exemption from disclosure of the information contained therein outweighs the public interest in disclosure.

7. URGENT PART II BUSINESS

To consider any Part II Business accepted by the Chair as urgent.

STEVENAGE BOROUGH COUNCIL

LICENSING COMMITTEE MINUTES

Date: Thursday, 7 December 2023

Time: 10.00am

Place: Council Chamber

Present: Councillors: Claire Parris (Chair), Maureen McKay (Vice Chair), Sandra Barr, Michael Downing, Lin Martin-Haugh, and Graham Snell

Start / End Time: Start Time: 10.00am
End Time: 11.45am

1 APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies for absence were submitted on behalf of Councillors Nazmin Chowdhury, John Duncan, Chris Howells, Graham Lawrence CC, Mrs Joan Lloyd, Margaret Notley, Anne Wells and Tom Wren.

There were no declarations of interest.

2 MINUTES - 3 APRIL 2023

It was **RESOLVED** that the Minutes of the meeting of the Licensing Committee held on 3 April 2023 be approved as a correct record and signed by the Chair.

3 TERMS OF REFERENCE

It was **RESOLVED** that the Terms of Reference for the Committee, as agreed by the Annual Council Meeting on 24 May 2023 be noted.

4 LICENSING APPLICATIONS - PROCEDURE

All parties noted the procedure for the Hearing which had been circulated with the agenda.

5 APPLICATION FOR THE VARIATION OF A PREMISES LICENCE FOR THE TASTE OF INDIA, 48A HIGH STREET, STEVENAGE

The Committee considered an application for the variation of a premises licence for the Taste of India, 48A High Street, Stevenage, SG1 3AW. Representations in respect of the application had been made by the landlord and tenant of 44A, a residential premises located adjacent to the Taste of India.

Representations received by two of the Responsible Authorities, the Local Planning Authority and Environmental Health, had been withdrawn following the agreement of the applicant to amend their application and accept additional conditions set out in

paragraph 6.2 of the report to address the concerns of the Responsible Authorities.

The Licensing Officer presented her report to the Committee outlining the facts of the application. The application was for the provision of hot food/late night refreshment off the premises in addition to on, by way of delivery. The application also proposed to extend the hour for the provision of late-night refreshment by 30 minutes Friday, Saturday and Sunday, so that late night refreshment would be provided between the hours of 23:00 and 00:00 Friday and Saturday and between 23:00 and 23:30 on a Sunday.

The Committee was informed that the premises was located within the Stevenage Conservation Area and was surrounded by other takeaway food outlets including the Old Town Fish Bar and The Surma Indian Takeaway.

The Licensing Officer advised that the restaurant side of the Taste of India had closed during the COVID pandemic and had not re-opened since this time. The applicant was unaware that their premises licence did not authorise them for the provision of late night refreshment outside of the premises by way of delivery and he had subsequently submitted this application.

The Committee was advised that the following conditions had been included in the operating schedule in light of the proposed variation:

- There shall be no delivery of alcohol;
- The premises shall ensure that all orders taken by the premises will be delivered to a bona fide address;
- No deliveries shall be made to an open space;
- Delivery vehicles shall switch off their engines whilst stationary and collecting orders for delivery;
- Delivery vehicle horns shall not be used except in accordance with the Highway Code;
- Notices will be displayed at the rear of the premises requesting staff to respect the local residents and to use the area quietly.

The Chair then invited the objectors, the landlords of 44A High Street, to present their case. Both landlords spoke of their objections which were also made on behalf of their tenant, made under all four of the licensing objectives, their key points being:

- Concern with regard to the parking of the delivery vehicles underneath the windows of the property at 44A High Street. Drivers leave their engines running while collecting orders, causing noxious fumes to enter the property. The family residing in the property have young children and are unable to open the windows to increase ventilation;
- Rubbish bins are left in the private parking area underneath the windows of 44A causing nuisance with the smell of rotting food entering the property;
- Persistent use of the rear entrance of the Taste of India is causing noise disturbance, with the gate being left open whilst the business is operating and slamming in the wind; and
- Concern that the extended hours would lead to increased anti-social

behaviour.

The objectors responded to a series of questions asked by the members of the Committee and the Applicant's representative.

The Chair then invited the Applicant's representative Mr Sivashankar to present their case.

Mr Sivashankar's submission including the following points:

- Adjustments had been made to the gate by the applicant but ultimately, the gate was the responsibility of the landlord of 48A High Street. They would liaise with the landlord to improve the gate;
- The refuse was collected twice a week by Stevenage Borough Council and the applicant had now changed the location of where it was collected from to ensure it was away from the windows of No. 44A;
- Controls were now in place to monitor parking to ensure the landlord's and tenant's concerns were addressed;
- To ensure there was a mechanism to maintain communications between the objectors and the applicant, it was agreed that a direct mobile phone number to Mr Rahman would be made available.

The Applicant and his representative responded to a series of questions asked by the Members of the Committee and the objectors.

All parties were then invited to sum up their submissions.

At the conclusion of the summing up, the Committee withdrew from the meeting to determine the application. At the conclusion of that process, the Committee returned to the meeting to give their decision.

Licensing Committee Chair's statement:

The Licensing Committee approved the variation of a premises licence for Taste of India, 48A High Street Stevenage, SG1 3EF subject to the inclusion of the additional licensing conditions as set out below:

1. The imposition of all the conditions proposed in the Officer's report including those set out at Paragraph 6.2.
2. The amendment of the condition in paragraph 6.2 relating to the collection of food orders to delete the times set out and to replace with the phrase "at all times".
3. To add a condition to provide that the collection of takeaways during the extended hours shall be from the front entrance.
4. To add a condition requiring the licensee to ensure that the landlords and tenants of 44A High Street have a contact telephone number through which

they can raise issues regarding the operation of the premises.

The reasons for these conditions is to mitigate the nuisance and disturbance caused to the occupants of 44A High Street and nearby residential premises occasioned by the delivery activity and extended hours of operation.

All parties were advised of their right of appeal to the Magistrates Court within 21 days of the receipt of the decision notice.

6 URGENT PART I BUSINESS

None.

7 EXCLUSION OF PUBLIC AND PRESS

Not required.

8 URGENT PART II BUSINESS

None.

CHAIR

STEVENAGE BOROUGH COUNCIL

LICENSING COMMITTEE

HEARING OF LICENCE APPLICATIONS – PROCEDURE

The Committee will apply the following procedure when considering Liquor Licence applications and Review applications to ensure adherence to the rules of natural justice.

1. The Chair will introduce himself/herself and invite the other Committee Members, the Licensing Officer(s), Legal Advisor, Committee Administrator, Responsible Authority representatives, interested parties and the Premises Licence Holder and any representative to introduce themselves.
2. The Licensing Officer will outline the reason for the hearing and report on the facts of the case. Members of the Committee, the Responsible Authority representatives, those who had submitted representations, and Premises Licence Holder (and/or representative) may ask questions of the Licensing Officer.
3. The Responsible Authority representatives may then state their case, calling any witnesses.
4. With the Chair's permission, Members of the Committee and the Premises Licence Holder (and/or representative) may then ask questions of the Responsible Authority representatives.
5. Those who have submitted representations may then state their case, calling any witnesses.
6. With the Chair's permission, Members of the Committee and the Premises Licence Holder (and/or representative) may then ask questions of those who have submitted representations.
7. The Premises Licence Holder (and/or representative) will state their case, calling any witnesses they wish.
8. With the Chair's permission, Members of the Committee, Responsible Authority Representatives and those who have submitted representations may then ask questions of the Premises Licence Holder (and/or representative).
9. The Responsible Authority representatives are then invited to sum up.
10. Those who have submitted representations are then invited to sum up.
11. The Premises Licence Holder (and/or representative) is then invited to sum up.
12. The Committee will retire to consider the matter and make its decision.
13. At the conclusion of its deliberations, the Committee will EITHER return to the meeting to deliver its decision OR inform all parties of its decision in writing as soon as possible after the meeting. In either event, reasons will be given for the Committee's decision.

NOTES:

- (1) EACH PARTY WILL BE AFFORDED A REASONABLE AMOUNT OF TIME TO PRESENT THEIR CASE.**
- (2) ALL PARTIES MAY ASK FOR CLARIFICATION OF ANY POINT AT ANY TIME IN THE PROCEEDINGS.**
- (3) THE COMMITTEE ADMINISTRATOR AND COUNCIL'S SOLICITOR WILL BE PRESENT THROUGHOUT THE MEETING AND MAY ASK QUESTIONS AT ANY TIME TO ASSIST THE COMMITTEE.**

Part 1 – Release to Press



Meeting Licensing Committee

Portfolio Area Communities, Community Safety and Equalities

Date 28 March 2023

APPLICATION FOR THE GRANT OF PREMISES LICENCE – ROOKERY YARD, 70 HIGH STREET, STEVENAGE, SG1 3EA.

Authors Julie Dwan | Ext. 2493

Lead Officers Christine Walker-Wells | Ext. 2247

Contact Officer Julie Dwan| Ext. 2493

1 PURPOSE

- 1.1 To determine an application for the Grant of a Premises Licence for Rookery Yard, 70 High Street, Stevenage. SG1 3EA. Public Health, Police and a local business have made representations against this application.
- 1.2 In reaching its decision, the Committee must have regard to its obligation to promote the four licensing objectives:
- The prevention of crime and disorder
 - Public safety
 - The prevention of public nuisance
 - The protection of children from harm

Matters which do not relate to the four licensing objectives must be disregarded.

2 RECOMMENDATIONS

- 2.1 That the Committee reviews the evidence presented by the responsible authorities and applicant (and/or representatives) and determines what action should be taken in respect of this application for a premises licence.

3 SUMMARY OF APPLICATION

- 3.1 Mr Dejan Radak of Scalp Inst. Ltd has applied for the grant of a premises licence for Rookery Yard, 70 High Street, Stevenage SG1 3EA. The premises wish to trade as a restaurant at the front of the premises which is accessed via the door on the High Street and a late bar with music at the rear of the premises with its entrance located on Rookery Yard. The application proposes the following:
- 3.1.1 The provision of live music inside the premises, Monday to Sunday between the hours of 23:00hrs and 03:00hrs in the late bar, the playing of recorded music, Monday to Sunday between the hours of 08:00 and 23.00 in the restaurant and between the hours of 23:00 and 03:00 in the late bar at the rear of the premises (inside and outside).
- 3.1.2 The provision of performances of dance in the late bar only, Monday to Sunday between the hours of 23:00 and 03:00.
- 3.1.3 The sale of alcohol on the premises, Monday to Sunday, 11:00 until 23:00 in the restaurant and Monday to Sunday, 23:00 until 03:00 in the late bar at the rear of the premises. The application proposes that the opening hours for the premises will be Monday to Sunday, 07:00hrs until 23:00hrs for the restaurant and Monday to Sunday 23:00 until 03:00 for the late bar, therefore the termination time for the sale of alcohol and the closing of the premises are the same.
- 3.2 This application was accepted by the Council as valid and duly made on 4th March 2024. **A copy of the application is attached at Appendix A.**

4 BACKGROUND INFORMATION

- 4.1 70 High Street is an end of terrace building located on the western side of the High Street. It adjoins Rookery Yard to the North and Primett Road to the west/rear.
- 4.2 The front of the building has previously been used as a restaurant and the rear of the building has previously been used as a bar/nightclub. There are residential flats situated above the front of the building over what is to be the restaurant and offices located nearby on Rookery Yard. **A location map is attached at Appendix B.**
- 4.3 The restaurant and bar/nightclub which previously occupied 70 High Street held a premises licence. This premises licence authorised the sale of alcohol and the provision of regulated entertainment which included recorded and live music, dance and the exhibition of film between the hours of 11:00 and 23:00 Sunday to Wednesday, between the hours of 11:00 and 02:30 on Thursdays and between the hours of 11:00 and 03:00 Friday to Saturday.

The hours during which the premises were open to the public were Sunday to Wednesday 07:00hrs until 23:30hrs, Thursdays 07:00hrs until 03:00hrs and Friday to Saturday 07:00hrs until 03:30hrs.

- 4.4 There are currently two premises on the High Street which are licensed for the sale of alcohol and are authorised by way of a premises licence to operate beyond 02:00hrs. Cinnabar and The Drapers Arms.
- 4.4.1 Cinnabar are authorised under their premises licence for regulated entertainment and the sale of alcohol until 02:00hrs Monday to Wednesday, until 03:30hrs Thursday to Saturday and until 02:00hrs on a Sunday. The premises then close 30 minutes after the termination time for the sale of alcohol.
- 4.4.2 The Drapers Arms are authorised under their premises licence for regulated entertainment and the sale of alcohol. Sale of alcohol is permitted until 01:00hrs Monday to Wednesday, until 02:30hrs on a Thursday, until 03:00hrs Friday to Saturday and until 00:00hrs on a Sunday. The premises then close 30 minutes after the termination time for the sale of alcohol.

5 RESPONSIBLE AUTHORITIES

- 5.1 Representations have been made by two of the Responsible Authorities, Public Health, and Hertfordshire Police. Environmental Health. did not submit a representation but have agreed additional licence conditions through mediation.
- 5.2 Public Health, Hertfordshire had concerns relating to the licensing objective Protection of children from Harm. Although the applicant has mentioned 'Challenge 25' and the training of staff in his application, Public Health requested further details around the checking of identification, including which suitable means of identification would be accepted and that the premises would ensure the completion of a refusals log.
- 5.3 Hertfordshire Police have concerns relating to the licensing objectives Prevention of Crime and Disorder, Public Safety, and the Prevention of Public Nuisance. To summarise, the timings requested at the time of application (11pm – 3am) are not conducive to the nighttime economy of Stevenage High Street. Police are concerned that this is a new venture for the applicant who has described the premises as being a 'Social Space' The police feel that this appears to be experimental and there are concerns that the venue may transform into a night club style venue due to the hours applied for and the demographic at that time. The High Street currently has two large premises open until 3am. To prevent Crime and Disorder, a staggered exit from High Street Premises is required so there is not a clash with customers exiting from other venues closing at the same time. Police have experienced problems in the past when three late night venues close at the same time. A mass exodus onto the public thoroughfare, which does not have the capacity to disperse crowds easily causing overcrowding, particularly outside the entrance to Rookery Yard which is located directly behind the taxi rank. This in turn would increase the likelihood of noise nuisance and disturbance to residents in the early hours of the morning.

5.4 The Police propose that a licence is restricted to these hours: Sunday to Wednesday, sale of alcohol to terminate at midnight and the premises to close at 00:30hrs and Thursday to Saturday, sale of alcohol to terminate at 01:00hrs and the premises to close at 01:30hrs. In addition to this the Police would like the following 18 conditions to be added to the licence. (Details relating to conditions regarding SIA approved door staff will be negotiated with the applicant once the outcome of the hearing is known):

- There shall be no entry or re-entry into Rookery Yard Bar after 12.00hrs on Thursday - Sunday
- The Premises Licence Holder or Designated Premises Supervisor shall install and maintain a comprehensive CCTV system covering the whole of the premises, including all entry and exit points.
- The Designated Premises Licence Holder shall ensure that the CCTV system shall continually record whilst the Premises is open for licensable activities and during all times when customers remain on the Premises. All recordings shall be stored for a minimum period of 30 days with date and time stamping.
- A minimum of two persons shall be trained and at least one shall be available immediately to access, operate and download the CCTV system and recordings shall be made available within 48 hrs upon the request of the Police or authorised officer of the Licensing Authority, providing such requests are in connection with the prevention or detection of crime. Recordings are to be provided in the form of digital download burned onto a DVD or CD disc.
- All faults/defects in the CCTV system must be reported to Hertfordshire Constabulary immediately the fault is discovered. The notification must be made to the Hertfordshire Constabulary non-emergency telephone number 101 and a log number obtained from the Police and recorded in the incident book. The Stevenage Police Licensing Unit must also be notified.
- All faults with the CCTV system shall be repaired promptly.
- 28 days' notice shall be given to Hertfordshire Constabulary and the Licensing Authority of any planned special events to be held including full details of the nature of the event and of the promoter.
- The Premises must implement a "Challenge 25" policy whereby all customers who appear to be under 25 must produce photographic identification in the form of a passport, driving licence or Proof of Age Scheme (P.A.S.S) approved identification before being allowed to enter the Premises whilst licensable activities are taking place.
- In addition to any other training, the premises licence holder shall ensure all staff is trained in the prevention of underage sales, to

maintain the refusals book and to monitor staff to ensure their training is put into practise.

- A log (which may be recorded electronically) shall be kept detailing all refused sales of alcohol. The log should include the date and time of the refused sale and the name of the member of staff who refused the sale. The log shall be available for inspection at the premises, by the police or an authorised officer of the licensing authority at all times whilst the premises are open.
 - The entrance to the Bar shall be manned by at least 2 SIA (**This is subject to discussion**) approved door staff; a clicker system shall be used to ensure capacity levels are not exceeded.
 - A minimum of 2 SIA approved door staff shall be on duty at Rookery Yard between the hours ofON...(days of week).....
 - A minimum of 3 SIA approved door staff shall be on duty at the on a ...(days of week).....between...(Time). ..pm and closing time and shall remain at the Club until all customers have left the premises. (Where the number of customers exceeds 150, the number of SIA approved door staff will increase by 1)
 - The designated premises supervisor shall ensure that tables are cleared of all bottles and glasses on a regular basis during trading hours to avoid an accumulation of glassware.
 - The designated premises supervisor shall ensure so far is reasonably practicable that no customers shall be permitted to remove from the premises any open bottles or glasses for consumption or disposal outside the premises.
 - The premises shall be a member of the local Pub watch scheme, a representative from the premises will attend meetings on a regular basis.
 - No smoking shall be permitted outside the front of the premises after 23.00hrs.
 - Notices shall be prominently displayed at all exits requesting patrons to respect the needs of local residents and leave the area quietly.
- 5.5 Whilst Environmental Health have not made a representation, they have conducted successful mediation with the applicant. Environmental Health have in the past received complaints relating to the breakout of loud music from the bar/nightclub which previously occupied 70 High Street. The Environmental Health Officer discussed their concerns relating to public nuisance with the applicant at a site meeting on 28th February 2024 where she put forward four

conditions which she would like to be added to the licence to assist in the prevention of public nuisance. The addition of these four conditions was agreed by the applicant in an email dated 29th February 2024, and are as follows:

- Music to be played inside the premises only, no music to be played in the outside garden area.
- All windows and external doors shall be closed when regulated entertainment takes place, except for the immediate access and egress of persons. (Details on how this will be managed to be included in the noise management plan)
- The premises licence holder shall ensure that the premises operates in accordance with a Noise Management Plan, which will be subject to prior approval of the Council's environmental Health Department.
- A sound limiting device shall be installed. All electronic equipment used to produce amplified, recorded and live music shall be routed through the sound limiter device. The sound limiter device shall be set to a level which will not cause a public noise nuisance to the nearest noise sensitive receptors and the operating panel shall be properly secured so that it cannot be accessed by any person other than the premises licence holder.

6 INTERESTED PARTIES

- 6.1 Representation has been made by the Manager of a local business which is also located on the High Street. There are concerns relating to the licensing objective Crime and Disorder and Public Nuisance. To summarise, whilst there is no objection to the restaurant, which is proposed to operate from the front of the premises, there are concerns relating to the plans for a late bar at the rear. The timings outlined in the application, 11pm until 3am, 7 nights a week with no application for late night refreshment appears to indicate that this will be an alcohol led venue. The lack of detail in the measures outlined in the operating schedule which formed part of this application raise concerns relating to the applicant's experience and expertise to take on late night, alcohol led, premises in a sensitive location with a difficult history. These premises have previously attracted a clientele which had a detrimental impact on the High Street and to this local business with regards to Crime and Disorder and Public Nuisance and there is a concern that these issues may return to the High Street, should this application be granted. **Representations and details of mediation conducted by Environmental Health are attached at Appendix C.**
- 6.2 The Licensing Officer has liaised with the applicant to discuss all of the representations received. In addition to the four conditions agreed during mediation with Environmental Health, the applicant has also voluntarily

amended their application for the grant of a premises licence to accept all 18 conditions proposed in the Representation submitted by the Police.

- 6.3 The applicant has declined to accept the recommendations in the representation brought by the Police to adjust the timings for the sale of alcohol and the closing of the premises, but has agreed to amend his application to adjust the termination time for the sale of alcohol and the closing time of the premises to: Sunday to Wednesday, premises to close at midnight, on Thursdays, the sale of alcohol is to cease at 01:30hrs and the premises to close at 02:00hrs, Friday to Saturday, the sale of alcohol is to cease at 02:30hrs and the premises to close at 03:00hrs.
- 6.4 In addition to the above, the applicant has also amended their application to add the following four conditions to address the concerns raised by Public Health Hertfordshire:
- The premises shall implement a 'Challenge 25' policy whereby all customers who appear to be under the age of 25 must produce photographic identification in the form of a passport, driving licence or Proof of Age Scheme (P.A.S.S) approved identification before the sale of alcohol can take place.
 - A log (which may be electronically recorded) shall be kept detailing all refused sales of alcohol. The log shall include the date and time of the refused sale and the name of the member of staff who refused the sale. The log shall be available for inspection at the premises by the police, or an authorised officer of the licensing authority at all times whilst the premises is open'.
 - In addition to any other training, the premises licence holder shall ensure all staff are trained to prevent underage sales, to maintain a refusals book and monitor staff to ensure their training is put into practice.
 - Written training records shall be kept for each staff member and shall be produced upon the request of Police or authorised officer of the licensing authority.
- 6.5 The proposals made by the applicant to voluntarily amend their application have been passed to those responsible authorities and the Manager of a Local business who have made representations. Public Health have withdrawn their representations following the amendments made, prior to the end of the consultation period.
- 6.6 Representations made by the Police remain upheld in respect of the timings which have been applied for in regards the sale of alcohol and the closing time of the premises.

6.7 A summary of the hours which have been applied for, the hours proposed in the Police representation and the hours the applicant is willing to accept are outlined in the table below:

	Times for the sale of alcohol	Opening times of the premises
a) Hours applied for.	Mon-Sun 11:00-23:00 (Restaurant) Mon-Sun 23:00-03:00 (Bar)	Mon-Sun 11:00-23:00 (Restaurant) Mon-Sun 23:00-03:00 (Bar)
b) Hours proposed by police.	Mon-Sun 11:00-23:00 (Restaurant) Sun-Weds 23:00-00:00 (Bar) Thurs-Sat 23:00-01:00 (Bar)	Mon-Sun 11:00-23:00 (Restaurant) Sun-Weds 23:00-00:30 (Bar) Thurs-Sat 23:00-01:30 (Bar)
c) Hours applicant is willing to accept.	Mon-Sun 11:00-23:00 (Restaurant) Sun-Weds 19:00-23:59 (Bar) Thurs 19:00-01:30 (Bar) Fri-Sat 19:00-02:30 (Bar)	Mon-Sun 07:00-23:00 (Restaurant) Sun-Weds 19:00-23:59 (Bar) Thurs 19:00-02:00 (Bar) Fri-Sat 19:00-03:00 (Bar)

6.8 Representation made the Manager of the Local Business also remains upheld upon the deadline for the publishing of this report.

7 IMPLICATIONS

7.1 Financial Implications

7.1.1 There are no financial or resource implications arising from the content of this report.

7.2 Legal Implications

7.2.1 The Committee is advised that paragraphs 9.31- 10.10 of the Guidance under section 182 of the Act describe the powers of a Licensing Authority on the determination of an application.

7.2.2 The following options are available to the committee under section

18(4) (a) and (d) of the Licensing Act 2003:

- To modify the conditions of the licence
- To reject the whole or part of the application

7.3 Policy Implications

7.3.1 *Stevenage Borough Council Statement of Licensing Policy 2020 – 2025*

The following sections of the licensing authority's statement of licensing policy apply to this application:

1.2 The Act requires the Licensing Authority to carry out its licensing function so as to promote the four licensing objectives:

- The prevention of crime and disorder
- Public safety
- The prevention of public nuisance
- The protection of children from harm

1.6 In determining a licence application, the principle adopted by Licensing Authority will be that each application will be determined on its merits. In considering every application, under the terms of this policy, regard will be given to Government guidance under Section 182 of the Act, to the Act generally and to any supporting regulations issued by Central Government

7.3.2 *Guidance issued under section 182 of the Licensing Act 2003*

The Committee is reminded of the Guidance issued under section 182 of the Licensing Act 2003. These particular sections are relevant to this application:

- Application for Premises Licences paragraphs 8.1 – 8.9
- Determining Applications paragraphs 9.1 – 9.30

7.4 Equalities and Diversity Implications

7.4.1 Any decision by the Committee is based on evidence before it at the meeting; there are no equalities and diversity implications.

7.5 Crime and Disorder

7.5.1 The Committee is reminded of their duty under the Crime and Disorder Act 1998 to consider the crime and disorder implications of their decisions and the authority's responsibility to co-operate in the reduction of crime and disorder in the Borough.

8 SUPPLEMENTARY INFORMATION

At the applicants request the licensing Officer has forwarded details of the applicants experience within the hospitality industry to the person making representations on behalf of the local business. **A copy of this is attached in Appendix D**

9 BACKGROUND DOCUMENTS

BD1 Licensing Act 2003

BD2 Stevenage Borough Council, Statement of Licensing Policy 2020-2025

BD3 Guidance issued under section 182 of the Licensing Act 2003

10 APPENDICES

- A Application for the grant of a premises licence.
- B Location map.
- C Representations from Responsible Authorities and interested parties.
- D Details of the applicants experience within the hospitality industry.

APPENDIX A1



Stevenage
Application for a premises licence
Licensing Act 2003

For help contact
licensing@stevenage.gov.uk
Telephone: 01438 242908

* required information

Section 1 of 21

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference

Not Currently In Use

This is the unique reference for this application generated by the system.

Your reference

You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

Yes No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Applicant Details

* First name

Dejan

* Family name

Radak

* E-mail

dprivate76@gmail.com

Main telephone number

07880888955

Include country code.

Other telephone number

Indicate here if you would prefer not to be contacted by telephone

Are you:

- Applying as a business or organisation, including as a sole trader
 Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means you are applying so you can be employed, or for some other personal reason, such as following a hobby.

Applicant Business

Is your business registered in the UK with Companies House? Yes No

Note: completing the Applicant Business section is optional in this form.

Registration number

14053571

Business name

Scalp Inst. Ltd T/A Rookery Yard

If your business is registered, use its registered name.

VAT number

-

Put "none" if you are not registered for VAT.

Legal status

Private Limited Company

Continued from previous page...

Your position in the business

Home country

The country where the headquarters of your business is located.

Registered Address

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Section 2 of 21

PREMISES DETAILS

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003.

Premises Address

Are you able to provide a postal address, OS map reference or description of the premises?

Address OS map reference Description

Postal Address Of Premises

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Further Details

Telephone number

Non-domestic rateable value of premises (£)

Section 3 of 21

APPLICATION DETAILS

In what capacity are you applying for the premises licence?

- An individual or individuals
- A limited company / limited liability partnership
- A partnership (other than limited liability)
- An unincorporated association
- Other (for example a statutory corporation)
- A recognised club
- A charity
- The proprietor of an educational establishment
- A health service body
- A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- The chief officer of police of a police force in England and Wales

Confirm The Following

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

Section 4 of 21

NON INDIVIDUAL APPLICANTS

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

Non Individual Applicant's Name

Name

Details

Registered number (where applicable)

Description of applicant (for example partnership, company, unincorporated association etc)

Continued from previous page...

Trading name / Trading as / Brand

Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Contact Details

E-mail

Telephone number

Other telephone number

* Date of birth / /
dd mm yyyy

* Nationality [Documents that demonstrate entitlement to work in the UK](#)

[Add another applicant](#)

Section 5 of 21

OPERATING SCHEDULE

When do you want the premises licence to start? / /
dd mm yyyy

If you wish the licence to be valid only for a limited period, when do you want it to end / /
dd mm yyyy

Provide a general description of the premises

For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies you must include a description of where the place will be and its proximity to the premises.

Operations at the premises would be a restaurant on one end and late Bar on the other end with music. A specific drawing / layout of will be provided separately.

Continued from previous page...

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

Section 6 of 21

PROVISION OF PLAYS

[See guidance on regulated entertainment](#)

Will you be providing plays?

Yes No

Section 7 of 21

PROVISION OF FILMS

[See guidance on regulated entertainment](#)

Will you be providing films?

Yes No

Section 8 of 21

PROVISION OF INDOOR SPORTING EVENTS

[See guidance on regulated entertainment](#)

Will you be providing indoor sporting events?

Yes No

Section 9 of 21

PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

[See guidance on regulated entertainment](#)

Will you be providing boxing or wrestling entertainments?

Yes No

Section 10 of 21

PROVISION OF LIVE MUSIC

[See guidance on regulated entertainment](#)

Will you be providing live music?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

Give timings in 24 hour clock (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

Continued from previous page...

WEDNESDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text" value="23:00"/>	End	<input type="text" value="03:00"/>

THURSDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text" value="23:00"/>	End	<input type="text" value="03:00"/>

FRIDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text" value="23:00"/>	End	<input type="text" value="03:00"/>

SATURDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text" value="23:00"/>	End	<input type="text" value="03:00"/>

SUNDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text" value="23:00"/>	End	<input type="text" value="03:00"/>

Will the performance of live music take place indoors or outdoors or both?

- Indoors Outdoors Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

State any seasonal variations for the performance of live music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the performance of live music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Continued from previous page...

Section 11 of 21

PROVISION OF RECORDED MUSIC

[See guidance on regulated entertainment](#)

Will you be providing recorded music?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the playing of recorded music take place indoors or outdoors or both?

Indoors Outdoors Both

Where taking place in a building or other
structure tick as appropriate. Indoors may
include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not
exclusively) whether or not music will be amplified or unamplified.

Background music will be provided throughout the premises. Amplified music would be in the bar area.

08:00 - 23:00 refers to restaurant

23:00 - 03:00 refers to bar

Continued from previous page...

State any seasonal variations for playing recorded music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the playing of recorded music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 12 of 21

PROVISION OF PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will you be providing performances of dance?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

Continued from previous page...

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the performance of dance take place indoors or outdoors or both?

Indoors Outdoors Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

Bar area only

State any seasonal variations for the performance of dance

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the performance of dance at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 13 of 21

PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will you be providing anything similar to live music, recorded music or performances of dance?

Yes No

Section 14 of 21

LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

Yes No

Continued from previous page...

Section 15 of 21

SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the sale of alcohol be for consumption:

On the premises Off the premises Both

If the sale of alcohol is for consumption on
the premises select on, if the sale of alcohol
is for consumption away from the premises
select off. If the sale of alcohol is for
consumption on the premises and away
from the premises select both.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

restaurant and late bar separately

Continued from previous page...

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

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

Name

First name

Family name

Date of birth / /
dd mm yyyy

Enter the contact's address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Personal Licence number (if known)

Issuing licensing authority (if known)

PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- Electronically, by the proposed designated premises supervisor
- As an attachment to this application

Continued from previous page...

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

Section 16 of 21

ADULT ENTERTAINMENT

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

Give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups etc gambling machines etc.

Section 17 of 21

HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

Continued from previous page...

SUNDAY

Start 07:00

End 23:00

Start 23:00

End 03:00

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Sale of coffees early mornings followed by lunch and dinner up until 23:00. Followed by bar area opening between 23:00 03:00. Access to the bar would be through Rookery Yard.

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 18 of 21

LICENSING OBJECTIVES

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

a) General – all four licensing objectives (b,c,d,e)

List here steps you will take to promote all four licensing objectives together.

- 1, All staff engaged in the sale of alcohol shall be trained in accordance with the premises license holders training procedures which will include training in underaged sales.
- 2, All staff shall receive suitable training including in relation to challenge 25 proof of age policy which will be applied to the premises.

b) The prevention of crime and disorder

- 1, Implement effective security measures, such as surveillance systems (CCTV's) and trained personnel such as SIA security where needed with the ratio of minimum 1 per / 100 guests. For locations of CCTV's please see attached plan. Recordings will be held for 30 days available during operational hours and upon request from the police by a fully trained member of staff who is present at all times during operational hours where premises are open to the public. Can be downloaded to a DVD-Rom.
- 2, Refusal books, incident reports on regular basis which will be available by relevant authority upon request.
- 3, Develop strict policies against illegal activities on the premises.
- 4, Collaborate with local law enforcement to enhance security and address concerns proactively.

c) Public safety

- 1, Conduct regular safety inspections to identify and address potential safety hazards.
- 2, Provide proper training for staff to ensure they are well versed in safety protocols.
- 3, Maintain clear emergency exits and communicate evacuation plans to patrons with adequate signage complying with all BS standards.
- 4, Conducting regular health and safety risk assessments along with fire risk assessments.
- 5, Fire extinguishers by all emergency exits or within the 30 meter rule.

Continued from previous page...

d) The prevention of public nuisance

- 1, Establish clear policies and procedures for handling customer behavior to prevent nuisance and other disruptions.
- 2, Collaborate with local authorities to address and resolve any noise related concerns promptly.
- 3, Not have outdoor garden open during later than 22:59. Recorded music wouldn't be present outdoors after 9pm.

e) The protection of children from harm

- 1, Enforce strict age verification policies to prevent the entry of minors. Persons under the age of 18 will not be permitted into the bar area at the rear / social space of the premises.
- 2, Clearly display age restrictions and provide education to staff on identifying underage individuals. Think 25 Challenge policy will be in place.
- 3, Collaborate with local authorities and organizations to promote awareness and education on child protection measures.

Section 19 of 21

NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK

Continued from previous page...

Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:

A licence may not be held by an Individual or an Individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this in one of two ways: 1) by providing with this application copies or scanned copies of the documents listed below (which do not need to be certified), or 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

Continued from previous page...

- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
 - evidence of the applicant's own identity – such as a passport,
 - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
 - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
 - (i) working e.g. employment contract, wage slips, letter from the employer,
 - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
 - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
 - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

Original documents must not be sent to licensing authorities. If the document copied is a passport, a copy of the following pages should be provided:-

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

Continued from previous page...

If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your Immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

Home Office online right to work checking service

As an alternative to providing a copy of the documents listed above, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their 9-digit share code (provided to them upon accessing the service at <https://www.gov.uk/prove-right-to-work>) which, along with the applicant's date of birth (provided within this application), will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be checked online. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copy documents as set out above.

Section 20 of 21

NOTES ON REGULATED ENTERTAINMENT

Continued from previous page...

In terms of specific regulated entertainments please note that:

- **Plays:** no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
- **Films:** no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
- **Indoor sporting events:** no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
- **Boxing or Wrestling Entertainment:** no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
- **Live music:** no licence permission is required for:
 - o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - o a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- **Recorded Music:** no licence permission is required for:
 - o any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

Continued from previous page...

- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - o any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

Section 21 of 21

PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.

Premises Licence Fees are determined by the non domestic rateable value of the premises.

To find out a premises non domestic rateable value go to the Valuation Office Agency site at http://www.voa.gov.uk/business_rates/index.htm

Band A - No RV to £4300	£100.00
Band B - £4301 to £33000	£190.00
Band C - £33001 to £8700	£315.00
Band D - £87001 to £12500	£450.00*
Band E - £125001 and over	£635.00*

*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then you are required to pay a higher fee

Band D - £87001 to £12500	£900.00
Band E - £125001 and over	£1,905.00

There is an exemption from the payment of fees in relation to the provision of regulated entertainment at church halls, chapel halls or premises of a similar nature, village halls, parish or community halls, or other premises of a similar nature. The costs associated with these licences will be met by central Government. If, however, the licence also authorises the use of the premises for the supply of alcohol or the provision of late night refreshment, a fee will be required.

Schools and sixth form colleges are exempt from the fees associated with the authorisation of regulated entertainment where the entertainment is provided by and at the school or college and for the purposes of the school or college.

If you operate a large event you are subject to ADDITIONAL fees based upon the number in attendance at any one time

Capacity 5000-9999	£1,000.00
Capacity 10000 -14999	£2,000.00
Capacity 15000-19999	£4,000.00
Capacity 20000-29999	£8,000.00
Capacity 30000-39000	£16,000.00
Capacity 40000-49999	£24,000.00
Capacity 50000-59999	£32,000.00
Capacity 60000-69999	£40,000.00
Capacity 70000-79999	£48,000.00

Continued from previous page...

Capacity 80000-89999 £56,000.00
Capacity 90000 and over £64,000.00

* Fee amount (£)

ATTACHMENTS

AUTHORITY POSTAL ADDRESS

Address

Building number or name
Street
District
City or town
County or administrative area
Postcode
Country

DECLARATION

* I/we understand it is an offence, liable on conviction to a fine up to level 5 on the standard scale, under section 158 of the licensing act 2003, to make a false statement in or in connection with this application.

Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

* Full name
* Capacity
Date (dd/mm/yyyy)

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...
2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/stevenage/apply-1> to upload this file and continue with your application.

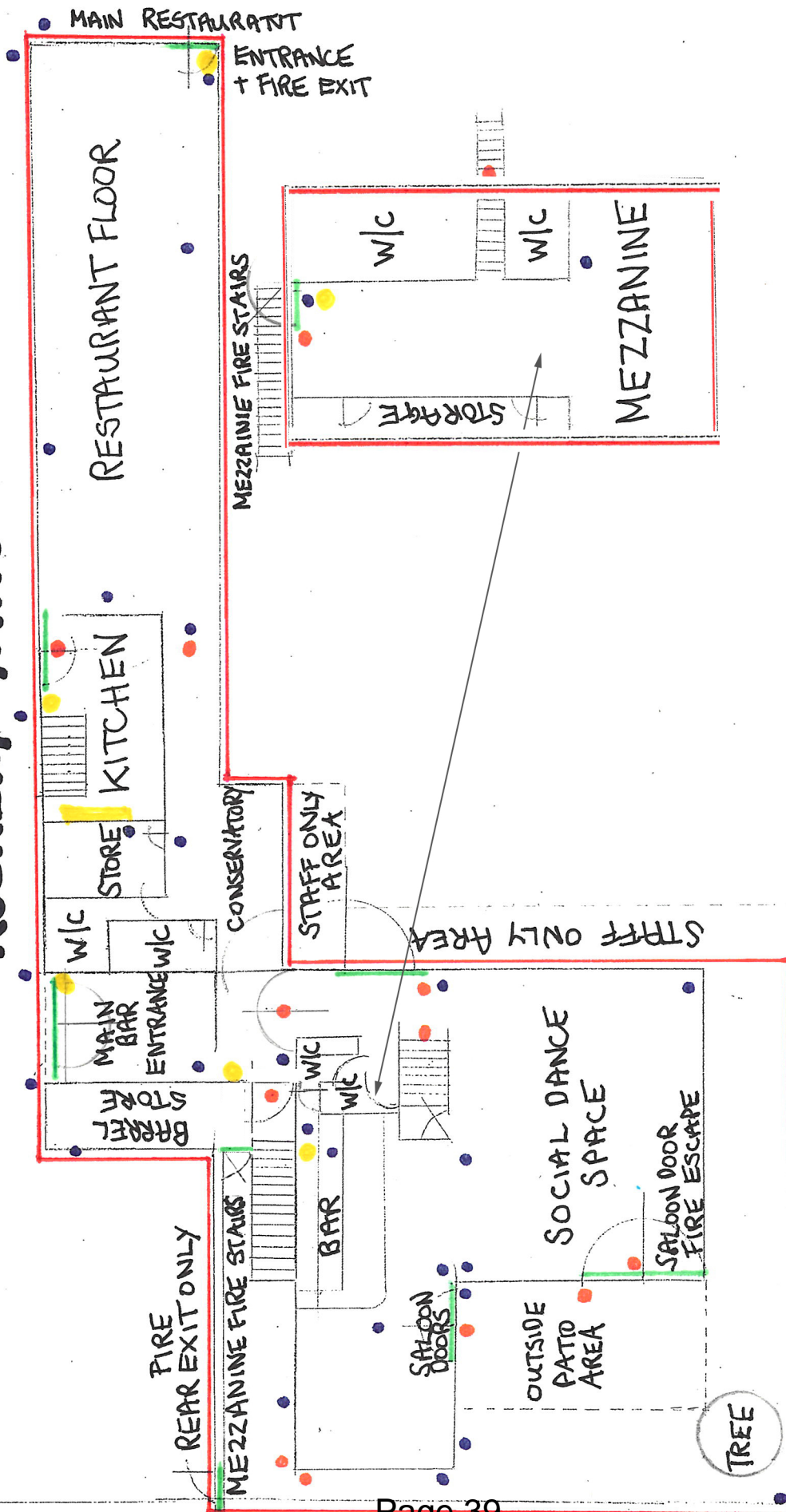
Don't forget to make sure you have all your supporting documentation to hand.

IT IS AN OFFENCE LIABLE TO SUMMARY CONVICTION TO A FINE OF ANY AMOUNT UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED

HIGH STREET

ROOKERY YARD



KEY

- BOUNDARY
- FIRE EXIT
- C.C.T.V CAMERA
- EMERGENCY LIGHTING
- FIRE EXTINGUISHER
- FIRE BLANKET

This page is intentionally left blank

Consent of individual to being specified as premises supervisor

DEJAN RADAK

[full name of prospective premises supervisor]

of

86 Eton Rise, Eton College Road, London, NW3 2DB

[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

Premises license

[type of application]

by

Scalp inst. LTD -Trading as: Rookery Yard

[name of applicant]

relating to a premises licence

1

[number of existing licence, if any]

for

Rookery Yard 70 High Street, Stevenage SG1 3EA England

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

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

Scalp Inst. LTD (Trading as) Rookery Yard

[name of applicant]

concerning the supply of alcohol at

Rookery Yard 70 High Street, Stevanage SG1 3EA

[name and address of premises to which application relates]

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

LN16693

[insert personal licence number, if any]

Personal licence issuing authority

London -Islington

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

Signed



Formatted Table

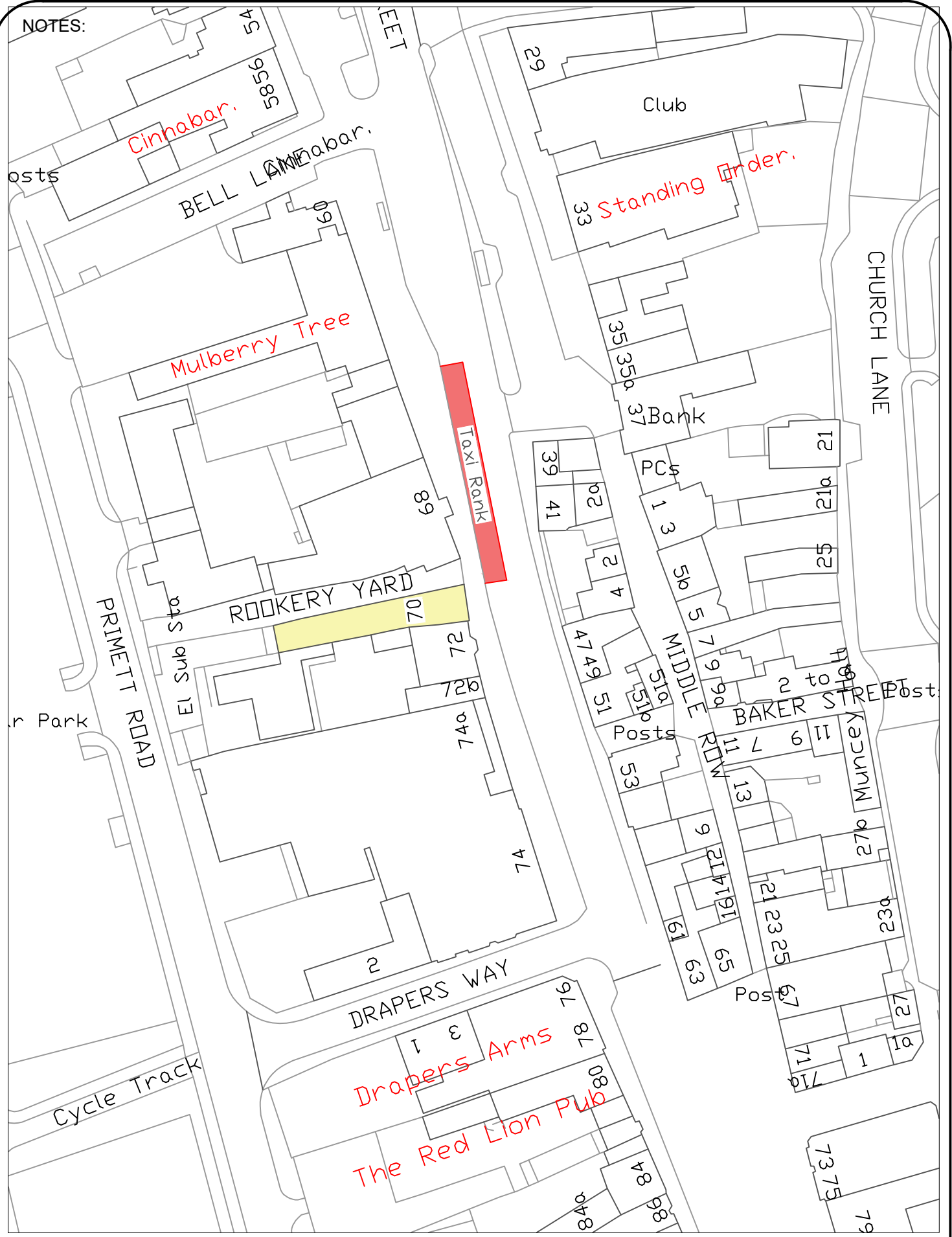
Name (please print)

Dejan Radak

Date

02/02/2024

APPENDIX B



STEVENAGE BOROUGH COUNCIL
 Zayd al Jawad
 Head of Planning and Regulation
 Daneshill House,
 Danestrete,
 Stevenage,
 Herts, SG1 1HN.
 Telephone: (01438) 242242

PROJECT:
**HIGH STREET
 LICENCE**

DRAWING:
**EXISTING LAYOUT.
 Page 43**

DATE:

DRAWN BY:

CHECKED:

SCALE:

no: Revision Date:

DRAWING NUMBER:

This page is intentionally left blank

Appendix C
Representations Responsible Authorities

Julie Dwan

From: Alexander Moore <Alexander.Moore@hertfordshire.gov.uk> on behalf of Public Health <PublicHealth@hertfordshire.gov.uk>
Sent: 14 February 2024 13:16
To: Julie Dwan
Subject: [External] RE: Application for Grant of a Premises Licence - Rookery Yard, 70 High Street, Stevenage
Categories: AWAITING INFORMATION, To Do

Thank you for notifying us about this application.

Hertfordshire County Council has the following representation to make:

Page 47

Although the applicant mentions Challenge 25 and the training of staff, under the section 'the protection of children from harm' Public Health requests the applicant provides further detail around the checking of identification and holding a refusal log for example. Suitable means of identification would include PASS approved proof of age card, photo-card driving licence and passport. This should bear the customer's photograph, date of birth and integral holographic mark or security measure.

Alex Moore

(he/him/his)

Support Officer | Business Support | Public Health

Hertfordshire County Council

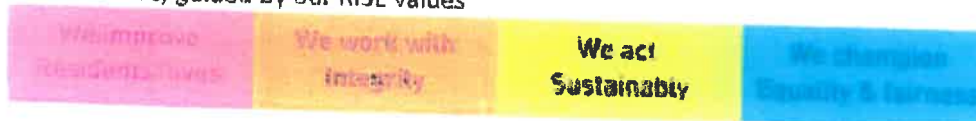
Address: County Hall, Pegs Lane, Hertford SG13 8DE. Postal Point: SFAR232

T: 01992 555160 (25160) E: alexander.moore@hertfordshire.gov.uk

Working at Farnham House on Wednesdays and Thursdays; home most other days.



Our vision is to create a cleaner, greener and healthier Hertfordshire, guided by our RISE values





Licensing Act 2003

REPRESENTATION FORM FROM RESPONSIBLE AUTHORITIES
Stevenage Borough Council LICENSING AUTHORITY

Responsible Authority: Hertfordshire Constabulary

Your Name	Gillian Akroyd
Job Title	Senior Licensing Officer
Postal address	Stevenage Police Station Lytton Way Stevenage Herts, SG1 1HF
Email Address	Gillian.akroyd@herts.police.uk
Contact telephone number	015438 757370 or 07734496130

Name of the premises you are making a representation about	Rookery Yard	
Address of the premises you are making a representation about	70 High Street, Stevenage	
Is this the first objection in respect of these premises	Yes	<u>Brief details / cross reference</u>

Hertfordshire Constabulary, being a nominated Responsible Authority under the Licensing Act 2003, wish to make representation to this application.

Our representation(s) are made in consideration to the below licensing objectives, as we believe the operating schedule does not adequately demonstrate how you, the applicant will best support this.

Licensing Objections

<i>Which of the four licensing Objectives does your representation relate to?</i>	<i>Yes Or No</i>	<i>Evidence supporting representation or reason for representation. Please use continuation sheet as required</i>
To prevent crime and disorder	Y	<p>The timings requested – (11pm - 3am) are not conducive to the Night Time Economy of Stevenage High Street at this time, as there are currently two large premises open until 3am, and there is not capacity to have a further late licence in the High Street. The concerns by Police (due to this being a ‘new venture’ and described as ‘being a ‘Social Space’), is that it appears experimental and does not negate this being opened as intended, but transforming into a nightclub style, due to the hours applied for and the demographic at that time.</p> <p>To prevent Crime and Disorder, a staggered exit from High Street premises is required, when customers leave at various times, and would not clash with other customers from the two late night venues closing at the same time.</p> <p>Due to recent events experienced in the High Street, when three late night venues closed at the same time, this may be repeated and cause a mass exodus out onto the public thoroughfare, which does not have the capacity to disperse crowds easily by public transport at that time.</p>
Public safety	Y	<p>As above – It is not acceptable to Police for the premises to be closing at the same time as other late venues, which are already proven over some years and are experienced in dealing with the Stevenage NTE, as there would be the likelihood of mass crowding in the high street area outside the entrance to Rookery Yard, <u>which is located directly behind the Taxi Rank.</u></p>
To prevent public nuisance	Y	<p>From experience– late closing would add to the amount of people exiting venues at the same time, onto the High Street, which may cause more crowding onto that small area. This would promote the likelihood of more noise and disturbance and may contribute to complaints from close neighbouring residents, who have previously complained about disruption from that building at that time of the morning.</p>
To protect children from harm	N/A	N/A

The below additions to the Schedule as provided at Part 4 of the application, identifies those matters that we believe are necessary, to promote the licensing objectives.

Suggested conditions that could	Police would accept an earlier start to the opening times for
--	--

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.

the Bar, and to reduce the lateness of the finish, both during week days and at weekends and would recommend the Alcohol finish timings be brought back to:

- Sunday - Wednesday 12am close at 12.30am
- Thursday - Saturday 1am close at 1.30am

Once an acceptable period has been completed, with no problems being experienced with regard to the above concerns, by Police, within or outside the immediate vicinity (caused by customers from this venue), consideration be given to extend the hours by an extra hour on a Friday and Saturday.

***In addition to this we would like the following conditions included in the licence:**

ANNEX 2 – CONDITIONS CONSISTENT WITH THE OPERATING SCHEDULE

1) There shall be no entry or re-entry into Rookery Yard Bar after 12.00hrs on Thursday - Sunday

2) The Premises Licence Holder or Designated Premises Supervisor shall install and maintain a comprehensive CCTV system covering the whole of the premises, including all entry and exit points.

3) The Designated Premises Licence Holder shall ensure that the CCTV system shall continually record whilst the Premises is open for licensable activities and during all times when customers remain on the Premises. All recordings shall be **stored for a minimum period of 30 days with date and time stamping.**

4) A minimum of two persons shall be trained **AND AT LEAST ONE SHALL BE AVAILABLE IMMEDIATELY** to access and operate **AND DOWNLOAD** the CCTV system and recordings shall be made available within 48 hrs upon the request of the Police or authorised officer of the Licensing Authority, providing such requests are in connection with the prevention or detection of crime. Recordings are to be supplied in the form of digital download burned onto a DVD or CD disc.

5) All faults/defects in the CCTV system must be reported to Hertfordshire Constabulary **immediately the fault is discovered.** The notification must be made to the Hertfordshire Constabulary non-emergency telephone number 101 and a log number obtained from the Police and recorded in the incident book. The Stevenage Police Licensing Unit must also be notified as soon as reasonably practicable.

6) All faults with the CCTV system shall be repaired as soon as possible.

the Licensing Authority of any planned special events to be held including full details of the nature of the event and of the promoter.

8) The Premises must implement a "Challenge 25" policy whereby all customers who appear to be under 25 must produce photographic identification in the form of a passport, driving licence or Proof of Age Scheme (P.A.S.S) approved identification before being allowed to enter the Premises whilst licensable activities are taking place.

9) In addition to any other training, the premises licence holder shall ensure all staff is trained in the prevention of underage sales, to maintain the refusals book and to monitor staff to ensure their training is put into practise.

10) A log (which may be electronically recorded) shall be kept detailing all refused sales of alcohol. The log should include the date and time of the refused sale and the name of the member of staff who refused the sale. The log shall be available for inspection at the premises by the police or an authorised officer of the licensing authority at all times whilst the premises are open.

11) The entrance to the Bar will be manned by **AT LEAST 2 SIA** – **THIS IS SUBJECT TO DISCUSSION** approved door staff; a clicker system shall be used to ensure capacity levels are not exceeded.

12) A minimum of 2 SIA approved door staff shall be on duty at Rookery Yard between the hours of

.....
ON Dependant on agreed licensing hours, this will need to be negotiated.

13) A minimum of 3 SIA approved door staff shall be on duty at the on abetween.. .pm and closing time and shall remain at the Club until all customers have left the premises. (Where the number of customers exceeds 150, the number of SIA approved door staff will increase by 1) Dependant on agreed licensing hours, this will need to be negotiated.

14) The designated premises supervisor shall ensure that tables are cleared of all bottles and glasses on a regular basis during trading hours to avoid an accumulation of glassware.

15) The designated premises supervisor shall make arrangements to ensure so far is reasonably practicable that no customers shall be permitted to remove from the premises any open bottles or glasses for consumption or disposal outside the premises.

16) The premises shall be a member of the local Pub watch scheme, a representative from the premises will attend meetings on a regular basis.

17) No smoking shall be permitted outside the front of the premises after 23.00hrs.

18) Notices shall be prominently displayed at all exits requesting patrons to respect the needs of local residents and leave the area quietly.

Should you require clarification on any matter being made, please contact the named officer to discuss further.

Signed : GKAkroyd

.....

Date: ...4th March 2024.....

Note for Officers:

Please submit this form along with any additional sheets to: Licensing at Stevenage Borough Council or email to licensing@stevenage.gov.uk

This form must be returned within the Statutory Period.

Appendix C
Representations – Other Interested Parties

Dear Sir/Madam

Representation: Rookery Yard, 70 High Street, Stevenage SG1 3EA

I am the manager of Cinnabar, 56-58 High St, Old Town, Stevenage SG1 3EF.

I object to the application for a premises licence for 70 High Street on the following grounds.

The history of the premises

On 12th January 2023 the Licensing Committee revoked the licence of Lounge 72, which previously traded from this address, following a review brought by Hertfordshire Constabulary, supported by Hertfordshire Public Health and the Council's Environmental Health Department. The Police case was based on levels of inebriation, violence and disruption, noise complaints by members of the public and indecent activity on the premises.

The premises therefore have a tainted history, and have attracted a clientele which has caused a detrimental impact in the Old Town as a whole and especially out business in regards to crime and disorder and public nuisance.

As a local manager I very much want to avoid any potential for a return to those days.

The experience of the applicant

It is not clear whether Mr Radak has the experience or expertise to take on late night, alcohol-led premises in a sensitive location and with a difficult history.

The nature of the application

The application is for the supply of alcohol to 3 a.m. on 7 days a week, with closing times also 3 a.m.

The intention is clearly for it to be a late night venue for hours are sought for live music from 11 p.m. to 3 a.m. 7 nights per week.

It is obviously to be an alcohol-led venue because there is no application for late night refreshment.

The application states that there would be a restaurant at one end. However, this will evidently close at 11 p.m. or shortly after. I would have no objection to that. The issue is the late night, alcohol-led bar.

Conditions on the application

The conditions proposed are not appropriate to a late night, alcohol-led venue. They are small in number and general in nature. A number of them are unenforceable. For example: "develop strict policies against illegal activities on the premises." There is a complete absence of the kind of conditions one would expect to see on a new late night premises licence application, e.g. capacities, security provision, last entry etc. This is problematic in its own right, but also suggests that the applicant lacks the requisite experience to operate late night premises in a sensitive area.

The location of the application

The location is Stevenage Old Town, which is a mix of commercial premises and residences. A photograph is below.



Mulberry Tree whose licence permits opening to 12.30 a.m. on Sunday to Thursday and 2.30 a.m. on Friday to Saturday.

A few metres further on is our premises, Cinnabar, with opening hours 2.30 a.m. on Sunday to Wednesday and 4 a.m. Thursday to Saturday.

I take the strong view that a third late premises in this location is inimical to the licensing objectives, particularly given the issues we have referred to above.

Operating licensed premises in the Old Town without harming local amenity takes experience and expertise. I believe that a further late night premises in this location, particularly premises which are alcohol-led, insufficiently conditioned and operated by an inexperienced operator, is inconsistent with the licensing objectives.

I would also note that the hours sought are longer than at Cinnabar on four nights per week, despite the length of our service in the Old Town, understanding of the local environment and joint work with the authorities to promote the licensing objectives. It also longer than at mulberry tree on 7 days per week.

I repeat that the Old Town is a sensitive area, at which there is a delicate balance of leisure and residential at night. I am certain that to grant this application will harm that balance, to the detriment of local residents and other users of the Old Town at night.

Yours sincerely
Sam Stephen

Appendix C
Mediation – Environmental Health

Julie Dwan

From: Dean R <dean@rookeryyard.com>
Sent: 29 February 2024 16:41
To: Julie Dwan
Cc: Sue Bedford
Subject: Re: [External] Re: Application for Grant of a Premises Licence - Rookery Yard, 70 High Street, Stevenage

Dear Julie, Dear Sue,

Yes I can confirm I'm ok with that.

All the best,

/DR

Page 61

Dean R / Co-founder
Rookery Yard / <https://rookeryyard.co.uk>

dean@rookeryyard.com

M: +44 7880 888 955

A: 70 High Street, Stevenage, SG1 3EA

Sent from my iPhone

On 29 Feb 2024, at 12:11, Julie Dwan <Julie.Dwan@stevenage.gov.uk> wrote:

Dear Mr Radak

Following on from your email exchange with Environmental Health Officer Sue Bedford. Please confirm whether you are happy to amend your application for the grant of a premises licence to include the following conditions to your licence:

1. Music to be played inside the premises only, no music to be played in the outside garden area.
2. All windows and external doors shall be closed when regulated entertainment takes place, except for the immediate access and egress of persons. (Details on how this will be managed to be included in the noise management plan)
3. The premises licence holder shall ensure that the premises operates in accordance with a Noise Management Plan, which will be subject to prior approval of the Council's environmental Health Department.
4. A sound limiting device shall be installed. All electronic equipment used to produce amplified, recorded and live music shall be routed through the sound limiter device. The sound limiter device shall be set to a level which will not cause a public noise nuisance to the nearest noise sensitive receptors and the operating panel shall be properly secured so that it cannot be accessed by any person other than the premises licence holder.

Kind Regards

Julie Dwan
Licensing Officer

Environmental Health and Licensing
Stevenage Borough Council, Daneshill House, Danestrete, Stevenage, SG1 1HN
Email: julie.dwan@stevenage.gov.uk
Direct Line: 01438 242493
Mobile: 07719 910460

<image001.png>

<image002.jpg>

Our Privacy Policy has been updated to reflect changes to data protection legislation and can be viewed at the following link
<http://www.stevenage.gov.uk/privacy-policy>

<image003.png>

From: Sue Bedford <Sue.Bedford@stevenage.gov.uk>
Sent: Thursday, February 29, 2024 7:45 AM
To: Julie Dwan <Julie.Dwan@stevenage.gov.uk>
Subject: Fwd: [External] Re: Application for Grant of a Premises Licence - Rookery Yard, 70 High Street, Stevenage

Sent from Outlook for Android

From: D Private <dprivate76@gmail.com>
Sent: Wednesday, February 28, 2024 9:33:56 PM
To: Sue Bedford <Sue.Bedford@stevenage.gov.uk>
Subject: Re: [External] Re: Application for Grant of a Premises Licence - Rookery Yard, 70 High Street, Stevenage

Dear Mrs Bedford,

It was great to meet you earlier today.

The proposed conditions are acceptable to me, but I do have a couple of notes:

1. Regarding Smoking Shelter regulations, after researching online, it appears that a common requirement is that at least 50% of the shelter's roof must be open air, which aligns with the existing rectangular structure I mentioned earlier. However, I will seek further advice to confirm this. If necessary, we may need to consider alternative options, such as a new shed, there are various out there though and I don't foresee any issues sourcing that.
2. I'm open to your involvement in ensuring that the settings and volumes are appropriate, as long as they allow the venue to function effectively as a late-night bar and social dance space. I understand that the key consideration is minimizing sound leakage rather than just the sound levels within the venue?

All the best,

/DR

Dean R / Co-founder
Rookery Yard / <https://rookeryyard.co.uk>

dean@rookeryyard.com
M: [+44 7880 888 955](tel:+447880888955)

A: 70 High Street, Stevenage, SG1 3EA

Sent from my iPhone

On 28 Feb 2024, at 16:39, Sue Bedford <Sue.Bedford@stevenage.gov.uk> wrote:

Mr Dejan Radak

I refer to our site meeting today, we discussed the following items:

1. Smoking shelter in enclosed garden. You need to look into the requirements for a smoking shelter to ensure the existing structure meets the requirements.
2. You propose to fit a noise limiter as a means of controlling the sound levels within the premises. Once this has been fitted I would like to be involved with the setting of the levels to ensure a suitable level is set.
3. No music to be played outside the premises, you advised that during the summer you might like to have acoustic performers in the garden, this could be done with the use of a Temporary Event Notice or variation, once your business is established & operating without causing problems.
4. We discussed the requirement for all doors and windows to be kept closed during licensable activities, and the management of controlling this to be specified in your noise management plan.

In addition to your proposals in your licence application I will be advising the Licensing officer that the following conditions should be added to the licence:

1. Music to be played inside the premises only, no music to be played in the outside garden area.
2. All windows and external doors shall be closed when regulated entertainment takes place, except for the immediate access and egress of persons. (Details on how this will be managed to be included in the noise management plan)
3. A written Noise Management Plan to be submitted and agreed by Environmental Health.
4. A noise limiting device shall be used in relation to all sound amplification equipment used in conjunction with the premises licence. The noise limiting device shall be properly secured so that it cannot be tampered with.

Please confirm that you are happy with the addition of these conditions to the premises licence, if you are not in agreement with these items they will form the reasons for my representation under the licensing objective of prevention of public nuisance.

Kind regards

Mrs Sue Bedford
Chartered Environmental Health Practitioner
Stevenage Borough Council. Daneshill House. Danestrete, Stevenage. Herts. SG1 1HN
Direct line 01438 242237
Mobile : 07522 233441

Our Privacy Policy has been updated to reflect changes to data protection legislation and can be viewed at the following link
<http://www.stevenage.gov.uk/privacy-policy>

From: D Private <dprivate76@gmail.com>
Sent: Wednesday, February 28, 2024 11:36 AM
To: Sue Bedford <Sue.Bedford@stevenage.gov.uk>
Cc: Licensing <Licensing@stevenage.gov.uk>
Subject: [External] Re: Application for Grant of a Premises Licence - Rookery Yard, 70 High Street, Stevenage

Dear Mrs. Bedford,

Thanks for reaching out.

I really appreciate your input regarding noise levels and managing the garden area at 70 High Street. Your concerns are valid, and I want to assure you that I'm taking them seriously.

From my past experiences, I've learned that keeping an open line of communication with residents is key to handling noise issues effectively. I plan to establish a direct channel of communication with the community to address any concerns promptly.

Regarding the garden area's closing time and the smoking policy, I completely understand the need to comply with regulations while also considering the impact on our business. It's important to adapt to our customers' needs to ensure their satisfaction and loyalty. I'm considering various solutions, including allowing smoking in the garden area, with strict monitoring to ensure it's done responsibly.

Additionally, it has come to my attention that previous complaints were more related to the previous tenants and their management, rather than issues with the space itself? Rest assured, I'm committed to running 70 High Street differently and addressing any concerns head-on.

Furthermore, I envision 70 High Street catering to a slightly more mature demographic, with a target age group of 30+. To align with this demographic, we plan to curate a music selection featuring classics from the 80s and 90s, creating a nostalgic and enjoyable atmosphere for our patrons.

I'll make sure to review the word document you provided thoroughly and incorporate any relevant recommendations.

Thanks again for bringing these matters to my attention. Please bear with me and I'll get back to you later on today or tomorrow morning at the very latest with a more detailed response after considering everything you've mentioned.

Kind regards,

D Radak

Dean R / Co-founder

Rookery Yard / <https://rookeryyard.co.uk>

dean@rookeryyard.com

M: [+44 7880 888 955](tel:+447880888955)

A: 70 High Street, Stevenage, SG1 3EA

On 27 Feb 2024, at 17:18, Sue Bedford <Sue.Bedford@stevenage.gov.uk> wrote:

Dear Mr Dejan Radak

I have reviewed your application for the premises Licence for Rookery Yard, 70 High Street and have concerns regarding the licensing objective (d) The prevention of public nuisance. You have stated the following in your application:

- 1, *Establish clear policies and procedures for handling customer behaviour to prevent nuisance and other disruptions.*
- 2, *Collaborate with local authorities to address and resolve any noise related concerns promptly.*
- 3, *Not have outdoor garden open during later than 22:59. Recorded music wouldn't be present outdoors after 9pm.*

To assist in my response to licensing on your application can you please provide responses on the following matters, your prompt response will be appreciated :

1. Can you please elaborate and provide specific details of the policies and procedures for handling customer behaviour to prevent nuisance and other disruptions.

1. This premises is in a noise sensitive area and complaints regarding noise from loud music have been received by environmental health in the past. I am grateful to see that you intend to collaborate to address & resolve any noise related concerns promptly. I am concerned about breakout of music from the premises that will give rise to complaints from neighbouring residents. To this end I suggest that the playing of music is restricted to within the premises only, with no music played in the garden area. This was a condition on the premises licence of the previous business operated from this premises. I will request this condition is added to the licence, please confirm you are happy with this restriction.

1. Can you please advise how you propose to prevent breakout of music from the social dance space through the doors marked saloon doors on the plan. I note that access to the garden area will cease at 22.59, however breakout of loud music before this time is likely to give rise to noise complaints.

1. Can you please confirm the arrangements for smoking at the premises, is the smoking shelter in the garden area? Does this mean there will be no access to the smoking shelter after 22:59?

These items plus others could be covered in a Noise Management Plan for the premises demonstrating your effective control of the premises and measures in place to prevent public nuisance. I Have a document on writing a Noise Management Plan for your information.

I look forward to hearing from you on these matters that would form my representation, should agreement not be reached and the application heard at a hearing.

Kind regards

Mrs Sue Bedford
Chartered Environmental Health Practitioner
Stevenage Borough Council. Daneshill House. Danestrete, Stevenage. Herts. SG1 1HN
Direct line 01438 242237

Mobile : 07522 233441

Our Privacy Policy has been updated to reflect changes to data protection legislation and can be viewed at the following link <http://www.stevenage.gov.uk/privacy-policy>

The information in this E-Mail is intended for the named recipients only. It may contain privileged and confidential information. If you are not the intended recipient you must not copy, distribute or take any action or place reliance on it. If you have received this E-Mail in error, please notify the sender immediately by using the E-Mail address and then delete the message. The views expressed in this message are personal and not necessarily those of Stevenage Borough Council.

Please be aware that E-Mails sent to or received from Stevenage Borough Council may be intercepted and read by the Council. Interception will only occur to ensure compliance with Council policies or procedures or regulatory obligations, to prevent or deter crime, or for the purpose of essential maintenance or support of the E-Mail system.

Our Privacy Policy has been updated to reflect changes to data protection legislation and can be viewed at www.stevenage.gov.uk/privacy-policy

Disclaimer

The information contained in this communication from the sender is confidential. It is intended solely for use by the recipient and others authorized to receive it. If you are not the recipient, you are hereby notified that any disclosure, copying, distribution or taking action in reliance on the contents of this information is strictly prohibited and may be unlawful.

This e-mail may contain viruses and malware, and may have been automatically archived by **Mimecast Ltd**, an innovator in Software as a Service. Providing a **safer and more useful** place for your human-generated content. Specializing in Security. To find out more [Click Here](#).

<Noise Management Plan event advice.docx>

The information in this E-Mail is intended for the named recipients only. It may contain privileged and confidential information. If you are not the intended recipient you must not copy, distribute or take any action or place reliance on it. If you have received this E-Mail in error, please notify the sender immediately by using the E-Mail address and then delete the message. The views expressed in this message are

personal and not necessarily those of Stevenage Borough Council.

Please be aware that E-Mails sent to or received from Stevenage Borough Council may be intercepted and read by the Council. Interception will only occur to ensure compliance with Council policies or procedures or regulatory obligations, to prevent or deter crime, or for the purpose of essential maintenance or support of the E-Mail system.

Our Privacy Policy has been updated to reflect changes to data protection legislation and can be viewed at www.stevenage.gov.uk/privacy-policy

The information in this E-Mail is intended for the named recipients only. It may contain privileged and confidential information. If you are not the intended recipient you must not copy, distribute or take any action or place reliance on it. If you have received this E-Mail in error, please notify the sender immediately by using the E-Mail address and then delete the message. The views expressed in this message are personal and not necessarily those of Stevenage Borough Council.

Please be aware that E-Mails sent to or received from Stevenage Borough Council may be intercepted and read by the Council. Interception will only occur to ensure compliance with Council policies or procedures or regulatory obligations, to prevent or deter crime, or for the purpose of essential maintenance or support of the E-Mail system.

Our Privacy Policy has been updated to reflect changes to data protection legislation and can be viewed at www.stevenage.gov.uk/privacy-policy

Appendix D

Details of the applicants experience in the hospitality industry

Julie Dwan

From: Julie Dwan
Sent: 05 March 2024 15:55
To: oldstevenage@cinnabar.co.uk
Subject: Additional Information provided by the applicant Re: Rookery Yard, 70 High Street, Stevenage.

Good Afternoon Sam

Following on from my previous email regarding your representation, outlining amendments made by the applicant to the application for a grant of the premises licence for 70 High Street. The applicant would like me to forward you the following which relates to his experience in the industry:

Dear Julie,

Please forward this:

Premises History: *While the premises have a longstanding licensing history spanning for sole 15 years I believe, recent issues are attributed to a specific management and license holder, rather than reflecting a systematic problem. Previous licenses have been granted without incident, indicating the issues are management-related rather than inherent to the establishment.*

- Applicant's Experience?

My journey in the hospitality industry spans over two decades, showcasing a diverse range of roles and responsibilities across various establishments:

Sweden:

- Early Beginnings (1998-2001): Embarked on the hospitality journey in Sweden, my birthplace and up bringing, by serving as a waiter and bartender in different establishments.*

Spain / Barcelona:

- Promotional Manager (2004-2008): Ascended to the role of Promotional Manager, leading teams of up to 20 individuals at renowned venues such as La Terrazza & Club Fellini. Responsibilities included orchestrating promotions, ensuring seamless operations, and fostering a welcoming ambiance for guests. Additionally, functioned as a front host and door supervisor, honing skills in crowd management and customer interaction. Those venues had a capacity of 1k+ people.*

• **Management (2009-2012):** Co-managed several late-night venues, including The Gallery, Funk Alley, and a section of Razzmatazz BCN called "The Loft." These experiences equipped me with comprehensive knowledge in overseeing diverse aspects of venue management, from staff supervision to event coordination.

UK:

- **Supervisory and Managerial Roles (2015-2016):** Served as a Supervisor/Assistant Manager at The Havelock Tavern, a prominent establishment owned by Greene King PLC. Obtained a personal license during this tenure, demonstrating a commitment to professional growth and regulatory compliance.
- **Management Leadership (2016-2020):** Elevated to the position of management at The Oxford, at that time a Greene King PLC-owned venue in the vibrant Camden / Kentish Town London area. Managed both operational and strategic aspects of the upstairs bar, transforming it into a thriving cocktail bar and event space. This role entailed overseeing a diverse team and ensuring exemplary customer experiences.
- **Entrepreneurial Venture (2017-2020):** Founded and managed a unique venue, Elephant Art, which seamlessly transitioned from an art gallery during the day to a dynamic bar and event space in the evenings. Operating through the applicant's limited company, Fuel B + C Ltd., responsibilities encompassed all facets of premises management, including staffing, operations, security, and obtaining regulatory licenses. I was both the premises license holder through my company at the time and the appointed DPS. Noteworthy achievements include orchestrating successful events with renowned partners such as BBC, Sony Music, and Columbia Records, catering to crowds of varying sizes with meticulous attention to detail and adherence to regulatory standards.

Signature of application: Originally sought extended hours for occasional late events, in order to have the option in case a one off event came up here and there and to save me need of applying for a TEN each time, hence this doesn't mean that I would be looking to open late seven days a week. Regardless those hours and conditions has since been revised and to be agreed after meeting with the police to earlier closing times on weekdays, maintaining late hours only on Fridays and Saturdays, aligning with existing licenses in the area. However, the offer now from police is to close by midnight on Sunday - Wednesday and open until 1:30am Thursday - Saturday with last orders at 1am. I haven't accepted this as of yet but will make a decision on this by midday on Monday the 4th of March.

Also numerous of additional objectives and conditions have been agreed upon to implement.

(Not adding this at the start of an application is an approach many applicants do in order to then be able to listen to suggestions relevant to specific areas and also to agree additional conditions with relevant authorities)

Application Conditions: Assertions of my lack of experience are completely unfounded and potentially libelous which if progressing would involve legal representatives. Also, claims that granting the application would disrupt balance lack substantiation, as historical late-night licenses have not disturbed equilibrium aside it's from one single operator who apparently miss managed the space which has nothing to do with myself.

- This new management aims to attract an older audience from around 30+ with music from the 70s, 80s, and 90s. Also any no inclusion of late-night refreshments is not indicative of targeting heavy drinkers but rather leaving it a potential future service offering.

All the best,

/DR

*Dean R / Co-founder
Rookery Yard / <https://rookeryyard.co.uk>*

dean@rookeryyard.com

Kind regards

**Julie Dwan
Licensing Officer**

**Environmental Health and Licensing
Stevenage Borough Council, Daneshill House, Danestrete, Stevenage, SG1 1HN**

Email: julie.dwan@stevenage.gov.uk

Direct Line: 01438 242493

Mobile: 07719 910460



Our Privacy Policy has been updated to reflect changes to data protection legislation and can be viewed at the following link <http://www.stevenage.gov.uk/privacy-policy>

