

TO:- Licensing Sub-Committee

Notice is hereby given that a meeting of the Licencing Sub-Committee will be held as detailed below for the purpose of transacting the business set out below.

Date: Monday, 26 June 2023

Time: 14:00

Venue: Council Chamber, Council Offices, Wolverhampton Road, Codsall, South Staffordshire, WV8 1PX



D. Heywood
Chief Executive

A G E N D A

Part I – Public Session

- | | | |
|----------|---|---------------|
| 1 | Election of Chairman
To elect a Chairman of the Sub-Committee | |
| 2 | Apologies
To receive any apologies for non-attendance. | |
| 3 | Declarations of Interest
To receive any declarations of interest. | |
| 4 | Minutes of the Previous Meeting
Minutes of the Previous Meeting | 3 - 6 |
| 5 | Application for a Premises Licence - Kewford Eagles Football Club
Report of the Licensing Officer. | 7 - 54 |

RECORDING

Please note that this meeting will be recorded.

PUBLIC ACCESS TO AGENDA AND REPORTS

Spare paper copies of committee agenda and reports are no longer available. Therefore should any member of the public wish to view the agenda or report(s) for this meeting, please go to www.sstaffs.gov.uk/council-democracy.

Minutes of the meeting of the **Licensing Sub-Committee** South Staffordshire Council held in the Council Chamber Community Hub, Wolverhampton Road, Codsall, South Staffordshire, WV8 1PX on Monday, 05 June 2023 at 16:00

0001 MINUTES

Minutes of the previous meeting were approved as a true and accurate record.

0002 APOLOGIES

There were no apologies for absence.

0003 ELECTION OF CHAIRMAN

Councillor Meg Barrow was elected Chairman for the Sub-Committee.

0004 DECLARATIONS OF INTEREST

There were no declarations of interest.

**0005 APPLICATION FOR A PREMISES LICENCE - WOLVERHAMPTON
HALFPENNY GREEN AIRPORT**

The subcommittee sat to hear an application for a premises licence by Dangerous Sheep Events Ltd in respect of premises known as Half Penny Green Airport. The application requests permission for the provision of plays, films, live and recorded music, late night refreshment and the sale of alcohol on varying times 7 days per week.

It was noted that none of the responsible authorities including Environmental Health, Staffordshire Fire and Rescue and Environmental Protection had objected to the application and the police had agreed conditions with the applicant prior to the hearing as detailed in appendix c of the agenda pack.

The application prompted a number of objections from local residents who are concerned about the impact of noise, road traffic noise and other issues. The sub-committee listened very carefully to the representations made by the local residents and their concerns and particular note of the comments made on behalf of the Parish Council.

The committee also had regard to the fact that Dangerous Sheep Ltd are a new company and the committee does not have any evidence before it to assess the impact of events that it has run at this location.

The committee listened very carefully to both sides and after great deliberation granted the licence subject to the addition of the following conditions to the licence:-

Conditions agreed with Staffordshire Police:

1. CCTV must be installed and cover all internal areas, including all public entry and exit points and any areas where smokers are allowed to congregate. The CCTV unit must be positioned in a secure part of the licensed premises and not within any private area of the location.

Access to the system must be allowed immediately to the Police, Trading Standards or Local Authority Officers in accordance with the Data Protection Act

- where it is necessary to do so for the prevention of crime and disorder, prosecution or apprehension of offenders or where disclosure is required by law.
2. All images must be kept for a consecutive 31 day period and to be produced to the Police, Trading Standards or Local Authority Officers in relation to the investigation of crime and / or disorder issues and suspected license breaches, upon request or within 24 hours of such request where it is necessary to do so for the prevention of crime and disorder, prosecution or apprehension of offenders or where disclosure is required by law.
 3. The CCTV system must be maintained so as to be fully operational and recording continually whilst the premises are open for licensable activities and during all times when customers remain on the premises.
 4. The CCTV system clock must be set correctly and maintained (taking account of GMT and BST).
 5. There must be notices displayed throughout the premises stating that CCTV is in operation.
 6. There must be a member of staff available at all times who is trained and capable of operating the CCTV system and also downloading any footage required by the Police, Trading Standards or Local Authority Officers.
 7. Staff training must incorporate:
 - Responsible Alcohol Service, including recognising signs of drunkenness, refusal skills, drugs awareness
 - Managing and resolving conflict
 - Premises License conditions
 - Relevant obligations and offences under the Licensing Act 2003, including those associated with the sale of alcohol
 - Safeguarding awareness in child protection matters (protecting children from harm)
 - Records of training must be documented and kept on the premises for inspection by the Responsible Authorities.
 8. Notices must be prominently displayed at all exits requesting patrons to respect the needs of local residents and businesses and leave the area quietly.
 9. Challenge 25 must be operated at the premises whereby all persons who appear to be under 25 and purchasing or attempting to purchase alcohol must be asked to provide identification to prove they are over 18 years of age.
 10. Both initial and subsequent refresher training in relation to the sale of alcohol must contain a written or electronic test to be undertaken by the staff member and this record must be signed and dated by both the member of staff and the Designated Premises Supervisor.
 11. The only acceptable forms of identification allowed must be a valid passport, valid photo ID driving licence or valid proof of age scheme card with the PASS approved hologram.
 12. Challenge 25 signage must be displayed in a clear and prominent public place at the premises.
 13. All staff must be fully trained in relation to the Challenge 25 scheme before being allowed to sell alcohol and a record must be kept of staff training. Training must be refreshed at least every 6 calendar months. Such training must be recorded and be maintained at the premises and made available for inspection upon request by a Responsible Authority. Records for each person must be retained for a minimum of 24 months.
 14. A refusals register must be held at the premises and contain details of the time and date of any sales that are refused in relation to persons that are under age. This refusals register must be checked on a monthly basis by the Designated Premises Supervisor or Duty Manager and endorsed accordingly. This register must be made available for inspection upon request by a Responsible Authority. Records must be retained for a minimum of 12 months. This register can be written or electronic.
- Conditions proposed by the applicant:
15. NO Licensable activities shall take place after 23:00 hours (11pm) Monday to Saturday and after 17:00 hours (5pm) on a Sunday.
 16. 30minutes after the end of the permitted hours the event site shall be cleared

of all members of the public, only employees of Dangerous Sheep Events Ltd and 3rd party employees shall remain on site for security purposes or event set up / take down.

17. The premise licence holder shall notify all local residents with a minimum of 28 days' notice of any planned events, and the Licencing Authorities 3 months' notice.

18. 28 days before an even takes place on the site the Premises Licence holder shall provide two contact telephone numbers to residents to contact the event organiser in the event of any issues and noise complaints

Conditions imposed by the Licensing Sub Committee:

- 12 events per annum with no more than one event per calendar month
- Of those 12 events 2 of those events may be of a maximum of 2 days duration with the remaining events being no more than 1 day in duration.
- There shall be a maximum limit of 2000 people present at an event at any one time
- Sale of alcohol to take place between 11am to 10.30pm
- All other licensable activities shall concluded by 11pm Monday to Saturday and 5pm on Sunday
- The event management plan that is to be submitted to the Local Authority in accordance with the operating schedule shall include details of traffic management and car parking plans
- No open containers of alcohol to be removed from the perimeter of the site

In making its decision the sub-committee had regard to the Licensing Act 2003, the Section 182 guidance together with its own statement of licensing policy. In accordance with Section 10.8 and 10.10 of the statutory guidance the committee imposed conditions as it had regard to the location, type and characteristics of the premises where the activities are to take place.

The sub-committee considers these conditions to be an appropriate and proportionate response in order to promote the licensing objectives and address the concerns that formed the subject of the hearing.

The committee also reminds the residents that they have the right to bring the matter back for review at any time in the event that they consider that the licensing objectives are not being met

0006 FORMAL RESPONSE PREMISE LICENCE APPLICATION -
SUPPLEMENTARY - 31.05.23

The Sub-Committee noted the supplementary documentation.

0007 LETTER REP BOBBINGTON PARISH COUNCIL - 31.05.23

The Sub-Committee noted the supplementary documentation.

The Meeting ended at: 17:30

CHAIRMAN



Licensing Sub-Committee Hearings

The four **licensing objectives**, as given by the Licensing Act 2003 are:

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

Each application that comes before this committee will be treated on its own merits, and this licensing authority will take its decision based upon:

- The merits of the application
- The promotion of the four licensing objectives
- The policy of the licensing authority, a copy of which can be obtained from our website www.sstaffs.gov.uk.
- The amended guidance issued by the Home Office in June 2013 under Section 182 of the Licensing Act 2003

Rights of Parties

All parties have the following rights:

- To attend the hearing
- To have their representations considered by the Sub-Committee, even if unable or unwilling to attend the hearing
- To be assisted or represented by any person, whether legally qualified or not
- To give further information in support of their application, representation or notice, in response to a point on which the authority has given notice to a party that it will want clarification
- To address the Sub-Committee
- To exercise their rights within the hearing for an equal maximum time in which to make their representation

Hearing Procedure

- **The Chairman** opens the meeting, introducing Members of the committee and council officers present to the applicant and members of the public, explains the nature of the decision to be taken, and the procedure to be followed.
- **The Chairman** will then ask the council's officer to present the report on the application.
- **Members** to ask any relevant questions of the officer.
- **The Chairman** will invite the applicant or their representative to clarify any information arising from the officers' outline, if necessary.
- **The Chairman** to invite those parties making representations to address the sub- committee.
- **Members** to ask any relevant questions of those parties making representations.
- **The Chairman** will then invite the applicant or person representing them to ask any relevant questions of those parties making representations.
- If necessary, the committee will consider requests to allow other parties invited by the applicant to address the committee.
- **The Chairman** will request the applicant or person representing them addresses the committee.
- **Members** may ask any relevant questions of the applicant or person representing them.
- **The Chairman** will invite parties that made representations to ask any relevant questions of the applicant or person representing them.

Summing up

- **The Chairman** to invite applicant or those representing them, and any parties making representations, to briefly summarise their points if they wish.
- **The Chairman** asks all parties that they are satisfied they have said all they wish to.

Consideration of Decision – Confidential Session

- **The Chairman** asks the applicant/ applicant's representative and interested parties to leave the room.
- **Members** of the committee discuss and make their decision.

Announcement of Decision

- **The Chairman** relays the decision and the reasons for the decision, and any conditions placed upon the licence (if granted) and the licensing objective they relate to.
- **The Chairman** will advise all parties of their right to appeal if they are not happy with the decision made (*see following important notes*).

Important Notes

- Decisions will generally be taken regardless of whether the applicant is present. All notices and representations received from absent parties will be considered.
- Late representations and evidence will only be considered with agreement of all parties present.
- In cases where a decision cannot be given at the end of the hearing, the officer will inform the applicant when they will be notified of the decision within 5 working days.
- Applicants have a right to appeal, details of which can be obtained via the licensing officer.
- This Council is committed to taking decisions in a honest, accountable and transparent fashion but on occasion may find it necessary to exclude members of the press and public based upon the legal framework given in the Local Government Act 1972 sch 12a and/or local policy. In these occasions decisions based on the above framework will be given. Similarly, this authority generally will allow all parties to ask questions of another party present, but this decision will be taken on a case by case basis and in some exceptional circumstances (a reason will be given) cross examination may be prohibited.
- The authority has the right to exclude any parties disrupting this hearing, at its discretion.

SOUTH STAFFORDSHIRE COUNCIL**LICENSING AND REGULATORY SUB-COMMITTEE – Monday 26th June 2023 @ 2pm****APPLICATION FOR A PREMISES LICENCE – Kewford Eagles Football Club 3 Swindon road, Kinver Kingswinford DY6 0AW****REPORT OF LICENSING OFFICER - ENVIRONMENTAL HEALTH & LICENSING****PART A – SUMMARY REPORT****1. SUMMARY OF PROPOSALS**

To consider the premises licence application submitted by Dangerous Sheep Events Ltd, in respect of Wolverhampton Half Penny Green Airport Crab Lane, Bobbington DY7 5DY

2. RECOMMENDATIONS

- 2.1** That the Licensing Authority (Sub-Committee) determine the Premises licence application for Kewford Eagles Football Club 3 Swindon road, Kinver Kingswinford DY6 0AW

3. SUMMARY IMPACT ASSESSMENT

POLICY/COMMUNITY IMPACT	Do these proposals contribute to specific Council Plan objectives?	
	Yes	A safe and sustainable district.
	Has an Equality Impact Assessment (EqIA) been completed?	
	Yes/No	Not applicable as item relates to individual determination within the existing policy.
SCRUTINY POWERS APPLICABLE	Yes/No – Report to Legal and Regulatory Committee	
KEY DECISION	Yes/No	
TARGET COMPLETION/ DELIVERY DATE	Details – Not Applicable	
FINANCIAL IMPACT	No	
LEGAL ISSUES	Yes/No	<p>The sub-committee must seek to ensure that this premises promotes the objectives of the licensing regime. The sub- committee must have regard to the authority's licensing policy (where relevant) and any central government guidance. The sub-committee is entitled to question the applicant, Pattingham Vineyard so as to satisfy itself that the licensing objectives will be met.</p> <p>All parties have a right of appeal to a Magistrates Court. Appeals should be in writing to the</p>

		Magistrates Court within 21 days from the date the applicant is notified of the licensing authority decision.
OTHER IMPACTS, RISKS & OPPORTUNITIES	No	Summary of Details
IMPACT ON SPECIFIC WARDS	No	Details as necessary

PART B – ADDITIONAL INFORMATION

4. INFORMATION

4.1 An application for a premises licence was received from Mr Darren Patrick McClure via the GOV.UK portal on the 3rd April 2023. This was forwarded to the 'other responsible authorities' and notices displayed and was advertised in accordance with the requirements of the Act. The application and plan are attached as **Appendix A and A1**

4.2 The premises are situated between Swindon Road and Kidderminster Road site plan is attached as **Appendix B**.

4.3 The application requests the following licensable activities:

Proposed Licensable Activities	Days of the Week	Time from /Time to
Live Music, Performance of Dance; Anything similar to Live and Recorded Music and the performance of dance (outdoors)	Saturday & Sunday	Sat 12 noon – 9pm Sun 12 noon – 6pm
Recorded Music (Outdoors)	Saturday & Sunday	Sat 11.30 – 9pm Sun 11.30 – 6pm
sale of alcohol	Saturday & Sunday	Sat 12 noon – 9pm Sun 12 noon – 6pm
Opening and closing times	Saturday & Sunday	Sat 12 noon – 10pm Sun 12 noon – 6pm

4.4 It is the understanding of the Licensing Authority that the application for the premises licences has been properly made. The statutory requirement to give notice of the application has also been complied with.

4.5 No outstanding representations have been received from any of the responsible authorities namely: Planning Enforcement and Environmental Protection;; Development Control;; Children and Lifelong Learning; Primary Care Trust (PCT), Staffordshire County Council (Trading Standards) and Home Office (immigration).

4.6 Staffordshire police, Staffordshire Fire and Rescue and South Staffordshire Environmental Health Food and Health & Safety team have objected to the application all seeking for additional conditions to be added to the licence if granted, the letters are attached as **Appendix C**, The grounds for the representation are made against the licensing objectives of :

- The Prevention of Crime and Disorder
- The Prevention of Public Nuisance
- Public Safety

4.7 Copies of all the objections have been served on the applicant, to which there has been no response.

5. Licensing Act 2003 - Section 182 Guidance

Licensing objectives and aims

1.2 The legislation provides a clear focus on the promotion of four statutory objectives which must be addressed when licensing functions are undertaken.

1.3 The licensing objectives are:

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

Section 182 Guidance

Determining actions that are appropriate for the promotion of the licensing objectives

9.34 Applicants should be encouraged to contact responsible authorities and others, such as local residents, who may be affected by the application before formulating their applications so that the mediation process may begin before the statutory time limits come into effect after submission of an application. The hearing process must meet the requirements of regulations made under the 2003 Act. Where matters arise which are not covered by the regulations, licensing authorities may make arrangements as they see fit as long as they are lawful.

9.38 In determining the application with a view to promoting the licensing objectives in the overall interests of the local community, the licensing authority must give appropriate weight to:

- the steps that are appropriate to promote the licensing objectives;
- the representations (including supporting information) presented by all the parties;
- this Guidance;
- its own statement of licensing policy.

9.42 Licensing authorities are best placed to determine what actions are appropriate for the promotion of the licensing objectives in their areas. All licensing determinations should be considered on a case-by-case basis. They should take into account any representations or objections that have been received from responsible authorities or other persons, and representations made by the applicant or premises user as the case may be.

9.43 The authority's determination should be evidence-based, justified as being appropriate for the promotion of the licensing objectives and proportionate to what it is intended to achieve.

9.44 Determination of whether an action or step is appropriate for the promotion of the licensing objectives requires an assessment of what action or step would be suitable to achieve that end. While this does not therefore require a licensing authority to decide that no lesser step will achieve the aim, the authority should aim to consider the potential burden that the condition would impose on the premises licence holder (such as the financial burden due to restrictions on licensable activities) as well as the potential benefit in terms of the promotion of the licensing objectives. However, it is imperative that the authority ensures that the factors which form the basis of its determination are limited to consideration of the promotion of the objectives and nothing outside those parameters. As with the consideration of licence variations, the licensing authority should consider wider issues such as other conditions already in place to mitigate potential negative impact on the promotion of the licensing objectives and the track record of the business. Further advice on determining what is appropriate when imposing conditions on a licence or certificate is provided in Chapter 10. The licensing authority is expected to come to its determination based on an assessment of the evidence on both the risks and benefits either for or against making the determination.

Para 16.26 Live Music - Live music is licensable:

- where a performance of live music – whether amplified or unamplified – takes place before 08.00 or after 23.00 on any day;
- where a performance of amplified live music does not take place either on relevant licensed premises, or at a workplace that is not licensed other than for the provision of late night refreshment;
- where a performance of amplified live music takes place at a time when the relevant licensed premises are not open for the purposes of being used for the sale or supply of alcohol for consumption on the premises;
- where a performance of amplified live music takes place at relevant licensed premises, or workplaces, in the presence of an audience of more than 500 people; or
- where a licensing authority intentionally removes the effect of the deregulation provided for by the 2003 Act when imposing a condition on a premises licence or club premises certificate as a result of a licence review

Para 16.28 A public performance of live unamplified music that takes place between 08.00 and 23.00 on the same day no longer requires a licence under the 2003 Act in any location. An exception to this is where a specific condition related to live music is included following a review of the premises licence or club premises certificate in respect of relevant licensed premises.

Key terms used in relation to live music

Para 16.30 Under the live music provisions, "music" includes vocal or instrumental music or any combination of the two. "Live music" is a performance of live music in the presence of an audience which it is intended to entertain. While a performance of live music can include the playing of some recorded music, 'live' music requires that the performance does not consist entirely of the playing of recorded music without any additional (substantial and continual) creative contribution being made. So, for example,

a drum machine or backing track being used to accompany a vocalist or a band would be part of the performance of amplified live music. The performance of a DJ who is merely playing tracks would not be classified as live music, but it might if he or she was performing a set which largely consisted of mixing recorded music in a live performance to create new sounds⁵⁸. There will inevitably be a degree of judgement as to whether a performance is live music (or recorded music) and organisers of events should check with their licensing authority if this consideration is relevant to whether the activity is authorised by a licence or certificate. In the event of a dispute about whether a performance is live music or not, it will be for the licensing authority initially and ultimately, for the courts to decide in the individual circumstances of any case.

Para 16.32 A “relevant licensed premises” for the purposes of this chapter is one which is authorised to sell or supply alcohol for consumption on the premises by a premises licence or club premises certificate. Premises cannot benefit from the deregulation introduced by the 2012 Act by virtue of holding an authorisation for the sale or supply of alcohol under a TEN.

Recorded music

16.33 No licence is required for recorded music where it takes place on premises which are authorised by a premises licence or club premises certificate to be used for the supply of alcohol for consumption on the premises. However, recorded music remains licensable:

- where the playing of recorded music takes place before 08.00 or after 23.00 on any day;
- where the playing of recorded music takes place at a time when the relevant licensed premises are not open for the purposes of being used for the sale or supply of alcohol for consumption on the premises;
- where the playing of recorded music takes place at relevant licensed premises in the presence of an audience of more than 500 people; and
- where a licensing authority intentionally removes the effect of the deregulation provided for by the 2003 Act (as amended)

Licence conditions - Live Music or recorded music

16.36 Any existing licence conditions (or conditions added on a determination of an application for a premises licence or club premises certificate) which relate to live music or recorded music remain in place, but are suspended between the hours of 08.00 and 23.00 on the same day where the following conditions are met:

- at the time of the music entertainment, the premises are open for the purposes of being used for the sale or supply of alcohol for consumption on the premises;
- if the music is amplified, it takes place before an audience of no more than 500 people; and
- the music takes place between 08.00 and 23.00 on the same day.

16.37 Whether a licence condition relates to live or recorded music will be a matter of fact in each case. In some instances, it will be obvious that a condition relates to music and will be suspended, for example “during performances of live music all doors and windows must remain closed”. In other instances, it might not be so obvious: for example, a condition stating “during performances of regulated entertainment all doors and windows must remain closed” would be suspended insofar as it relates to music between 08.00 and 23.00 on the same day to an audience of up to 500, but the condition would continue to apply if there was regulated entertainment after 23.00.

16.38 More general licence conditions (e.g. those relating to overall management of potential noise nuisance) that are not specifically related to the provision of entertainment (e.g. signage asking patrons to leave quietly) will continue to have effect.

16.39 Chapter 9 of this Guidance sets out how a licensing authority must determine applications for a new licence or to vary an existing premises licence. Licence conditions imposed, in accordance with paragraphs 9.41 to 9.43, for live or recorded music activities will only apply if the activity meets the criteria of having more than 500 people present, and/or the activities are taking place between 23.00 and 08.00.

16.40 These conditions will, in effect, be suspended between 08.00 and 23.00 if a performance of live music or the playing of recorded music takes place before an audience of 500 people or fewer, but will remain on the face of the licence for when these activities may take place under other circumstances.

16.41 Where a performance of live music or the playing of recorded music on relevant licensed premises is not licensable, it remains possible for anyone to apply for a review of a licence or certificate, if there are appropriate grounds to do so

6. Legal status

Section 4 of the 2003 Act provides that, in carrying out its functions, a licensing authority must 'have regard to' guidance issued by the Secretary of State under section 182. This Guidance is therefore binding on all licensing authorities to that extent. However, this Guidance cannot anticipate every possible scenario or set of circumstances that may arise and, as long as licensing authorities have properly understood this Guidance, they may depart from it if they have good reason to do so and can provide full reasons. Departure from this Guidance could give rise to an appeal or judicial review, and the reasons given will then be a key consideration for the courts when considering the lawfulness and merits of any decision taken.

Nothing in this Guidance should be taken as indicating that any requirement of licensing law or any other law may be overridden (including the obligations placed on any public authorities under human rights legislation). This Guidance does not in any way replace the statutory provisions of the 2003 Act or add to its scope and licensing authorities should note that interpretation of the 2003 Act is a matter for the courts. Licensing authorities and others using this Guidance must take their own professional and legal advice about its implementation.

7. Local Authority's Powers

7.1 Should the Licensing Authority consider it appropriate for the promotion of the licensing objectives it is required to modify the conditions of the premises licence and/or reject the whole or part of the application as appropriate for the promotion of those objectives.

If the Licensing Authority does not consider it appropriate for the promotion of the licensing objectives to take such steps the application must be granted as sought.

In determining the application with a view to promoting the licensing objectives in the overall interests for the local community, the licensing authority must give appropriate weight to:

- the steps that are appropriate to promote the licensing objectives;

- the representation (including supporting information) presented by all the parties;
- the Home Office guidance issued under Section 182 of the Licensing Act 2003;
- its own statement of licensing policy.

The Licensing Authority is not bound to follow such guidance but must have regard to it and if departing from it have rational reasoning for doing so.

8. HUMAN RIGHTS IMPLICATIONS

8.1 This report has human rights implication for the premises licence holder as “every natural or legal person is entitled to the peaceful enjoyment of his possessions.” [a licence]. No one shall be deprived of his possessions except in the public interest and subject to the conditions provided for by law. This does not impair the right of a State [the committee] to enforce such laws as it deems necessary to control the use of property in accordance with the general interest.

8.2 In addition as regards the conduct of the hearing there is the right to a fair hearing as “in the determination of his civil rights and obligations” everyone is entitled to a fair and public hearing within a reasonable time by an independent and impartial tribunal [the committee] established by law. “Judgment” shall be pronounced publicly but the press and public may be excluded from all or part of the hearing where the protection of the private life of the parties so require, or to the extent strictly necessary in the opinion of the committee where publicity would prejudice the interests of justice.

9. IMPACT ASSESSMENT – ADDITIONAL INFORMATION

EqIA not applicable

10. PREVIOUS MINUTES

Not applicable

11. BACKGROUND PAPERS

List of background papers used in preparation of report:

Licensing Act 2003
 Section 182 Guidance
 South Staffordshire Licensing Policy
 Human Rights Act 1998

Report prepared by: John Chislett

Name and Post: John Chislett, Licensing Officer, Environmental Health & Licensing

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

Please read the following instructions first

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

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

I/We Darren Patrick McClure

(Insert name(s) of applicant)

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

Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description Kewford Eagles Football Club 3 Swindon road, Kinver Kingswinford DY6 0AW			
Post town	Kingswinford	Postcode	DY6 0AW

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£ 8600

Part 2 - Applicant details

Please state whether you are applying for a premises licence as **appropriate** **Please tick as**

a)	an individual or individuals *	X	please complete section (A)
b)	a person other than an individual *		
	i as a limited company/limited liability partnership		please complete section (B)
	ii as a partnership (other than limited liability)		please complete section (B)
	iii as an unincorporated association or		please complete section (B)
	iv other (for example a statutory corporation)		please complete section (B)

c)	a recognised club		please complete section (B)
d)	a charity		please complete section (B)
e)	the proprietor of an educational establishment		please complete section (B)
f)	a health service body		please complete section (B)
g)	a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales		please complete section (B)
ga)	a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England		please complete section (B)
h)	the chief officer of police of a police force in England and Wales		please complete section (B)

* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

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

(A) individual applicants (fill in as applicable)

Mr	<input checked="" type="checkbox"/>	Mrs	<input type="checkbox"/>	Miss	<input type="checkbox"/>	Ms	<input type="checkbox"/>	Other Title (for example, Rev)	<input type="checkbox"/>
Surname McClure						First names Darren Patrick			
Date of birth						I am 18 years old or over <input checked="" type="checkbox"/> Please tick yes			
Nationality						British			
Current residential address if different from premises address				The Crown Inn Norton road Iverley Stourbridge DY8 2RX					
Post town		Stourbridge				Postcode		DY8 2RX	
Daytime contact telephone number									
E-mail address (optional)									

Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 'share code' provided to the applicant by that service (please see note 15 for information)

Second individual applicant (if applicable)

Mr	Mrs	Miss	Ms	Other Title (for example, Rev)	
Surname			First names		
Date of birth or over		I am 18 years old		Please tick yes	
Nationality					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 'share code' provided to the applicant by that service: (please see note 15 for information)					

(B) Other applicants

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

Name

Address
Registered number (where applicable)
Description of applicant (for example, partnership, company, unincorporated association etc.)
Telephone number (if any)
E-mail address (optional)

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
0	7	0 7 2 0 2 3

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

DD	MM	YYYY

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

Collection of football pitches in an open area. Licence to be for a family friendly food & music festival starting at 12 noon on the 08th July and finishing at 21:00 on the same day.

Area to be vacated by all for 10 pm.

Licence application for 2 events per year with 28 days notice in writing to the relevant authorities.

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

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

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

Provision of regulated entertainment (please read guidance note 2)	Please tick all that apply
--	----------------------------

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

<u>Provision of late night refreshment</u> (if ticking yes, fill in box I)	
<u>Supply of alcohol</u> (if ticking yes, fill in box J)	X

In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 7)			<u>Will the performance of a play take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
				Outdoors	
Day	Start	Finish		Both	
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for performing plays</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

B

Films Standard days and timings (please read guidance note 7)			<u>Will the exhibition of films take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
				Outdoors	
Day	Start	Finish		Both	
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for the exhibition of films</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

C

Indoor sporting events Standard days and timings (please read guidance note 7)			<u>Please give further details</u> (please read guidance note 4)
Day	Start	Finish	
Mon			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 5)
Wed			
Thur			
Fri			<u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u> (please read guidance note 6)
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 7)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon			Please give further details here (please read guidance note 4)		
Tue					
Wed			State any seasonal variations for boxing or wrestling entertainment (please read guidance note 5)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 7)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
				Outdoors	X
				Both	
Day	Start	Finish			
Mon			Please give further details here (please read guidance note 4)		
Tue					
Wed			State any seasonal variations for the performance of live music (please read guidance note 5)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat	1200	2100			
Sun	1200	1800			

F

Recorded music Standard days and timings (please read guidance note 7)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 3)		Indoors	
					Outdoors	X
					Both	
Day	Start	Finish				
Mon			Please give further details here (please read guidance note 4)			
Tue						
Wed			State any seasonal variations for the playing of recorded music (please read guidance note 5)			
Thur						
Fri			Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list (please read guidance note 6)			
Sat	11:30	2100				
Sun	11:30	1800				

G

Performances of dance Standard days and timings (please read guidance note 7)			<u>Will the performance of dance take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
				Outdoors	X
				Both	
Day	Start	Finish			
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for the performance of dance</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat	1200	2100			
Sun	1200	1800			

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
Mon				Outdoors	X
				Both	
Tue			<u>Please give further details here</u> (please read guidance note 4)		
Wed					
Thur			<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 5)		
Fri					
Sat	1200	2100	<u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sun	1200	1800			

I

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption – please tick (please read guidance note 8)	On the premises	
				Off the premises	
Day	Start	Finish		Both	X
Mon			State any seasonal variations for the supply of alcohol (please read guidance note 5)		
Tue					
Wed					
Thur			Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 6)		
Fri					
Sat	1200	2100			
Sun	1200	1800			

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

Name	Darren Patrick McClure
Date of birth	
Address	
Postcode	
Personal licence number (if known)	
Issuing licensing authority (if known)	

K

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

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			<u>State any seasonal variations</u> (please read guidance note 5)
Day	Start	Finish	
Mon			<u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u> (please read guidance note 6)
Tue			
Wed			
Thur			
Fri			
Sat	1200	2200	
Sun	1200	1800	

M

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

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 10)

Sufficient competently trained staff on duty.
All staff trained in Challenge 25.
Records kept of all training of bar staff pre event.
Alcohol and soft drinks will be served in plastic glasses.
Customers carrying open or sealed bottles or glasses will not be admitted to the premises at any time.

b) The prevention of crime and disorder

Door supervisors shall be correctly registered with the SIA
Will display the correct name / identification badge.
Female door supervisors shall be available if searches are to be conducted on female customers.
Door supervisors will be issued with multi-channel radios capable with communicating with other door supervisors & the DPS.
We have a capacity limit of 4000 the event shall be ticketed in advance.

c) Public safety

We have conducted a suitable Fire Risk Assessment at the premises and implemented necessary control measures.
Notices detailing the actions to be taken in the event of fire or other emergency are prominently displayed and maintained in good condition.
Access is provided for emergency vehicles and kept clear and free from obstruction at all times.
First aid provision on site.
First aiders are trained to deal with drug and alcohol related problems

d) The prevention of public nuisance

A continuous and accurate record is maintained of the number of patrons within the premises.
Searching as a condition of entry will be considered at all times.
This is a ticketed event

e) The protection of children from harm

The premises will operate a Proof of age policy – Challenge 25
Lost children area provided

Checklist:

Please tick to indicate agreement

•	I have made or enclosed payment of the fee.	X
•	I have enclosed the plan of the premises.	X
•	I have sent copies of this application and the plan to responsible authorities and others where applicable.	X
•	I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.	X
•	I understand that I must now advertise my application.	X
•	I understand that if I do not comply with the above requirements my application will be rejected.	X
•	[Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).	

It is an offence, under Section 158 of the Licensing Act 2003, to make a false statement in or in connection with this application. Those who make a false statement may be liable on summary conviction to a fine of any amount.

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.


Part 4 – Signatures (please read guidance note 11)

Signature of applicant or applicant's solicitor or other duly authorised agent (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

Declaration	<ul style="list-style-type: none"> [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in
--------------------	---

	<p>the UK (please read guidance note 15).</p> <ul style="list-style-type: none"> The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)
Signature	
Date	
Capacity	

For joint applications, signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent (please read guidance note 13). **If signing on behalf of the applicant, please state in what capacity.**

Signature	<p>Signed: </p> <p>Print Name: Darren McClure</p> <p>Date:</p>
Date	29 th March 2023
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)			
Post town		Postcode	
Telephone number (if any)			
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			

Notes for Guidance

1. Describe 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.
2. 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:
 - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - 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.
 - 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.
 - 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.
 - 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:
 - 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.
 - 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.
 - 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.
 - 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:
 - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - 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;
 - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - 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.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
 4. For example the 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.
 5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
 6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
 7. Please 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.

8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
9. Please 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 or the presence of gaming machines.
10. Please list here steps you will take to promote all four licensing objectives together.
11. The application form must be signed.
12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
13. Where there is more than one applicant, each of the applicants or their respective agent must sign the application form.
14. This is the address which we shall use to correspond with you about this application.
15. Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:
 - A licence may not be issued to an individual or an individual in a partnership which is not a limited liability 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 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 the right 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 which an applicant has provided, to demonstrate their entitlement to work in the UK (which do not need to be certified) as per information published on gov.uk and in guidance.
- 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).

Home Office online right to work checking service.

As an alternative to providing a copy of original documents, 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 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, 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 shared digitally. 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 copies of documents as set out above.

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.



Premises site plan below

Blue - Main stage pointing away from the road

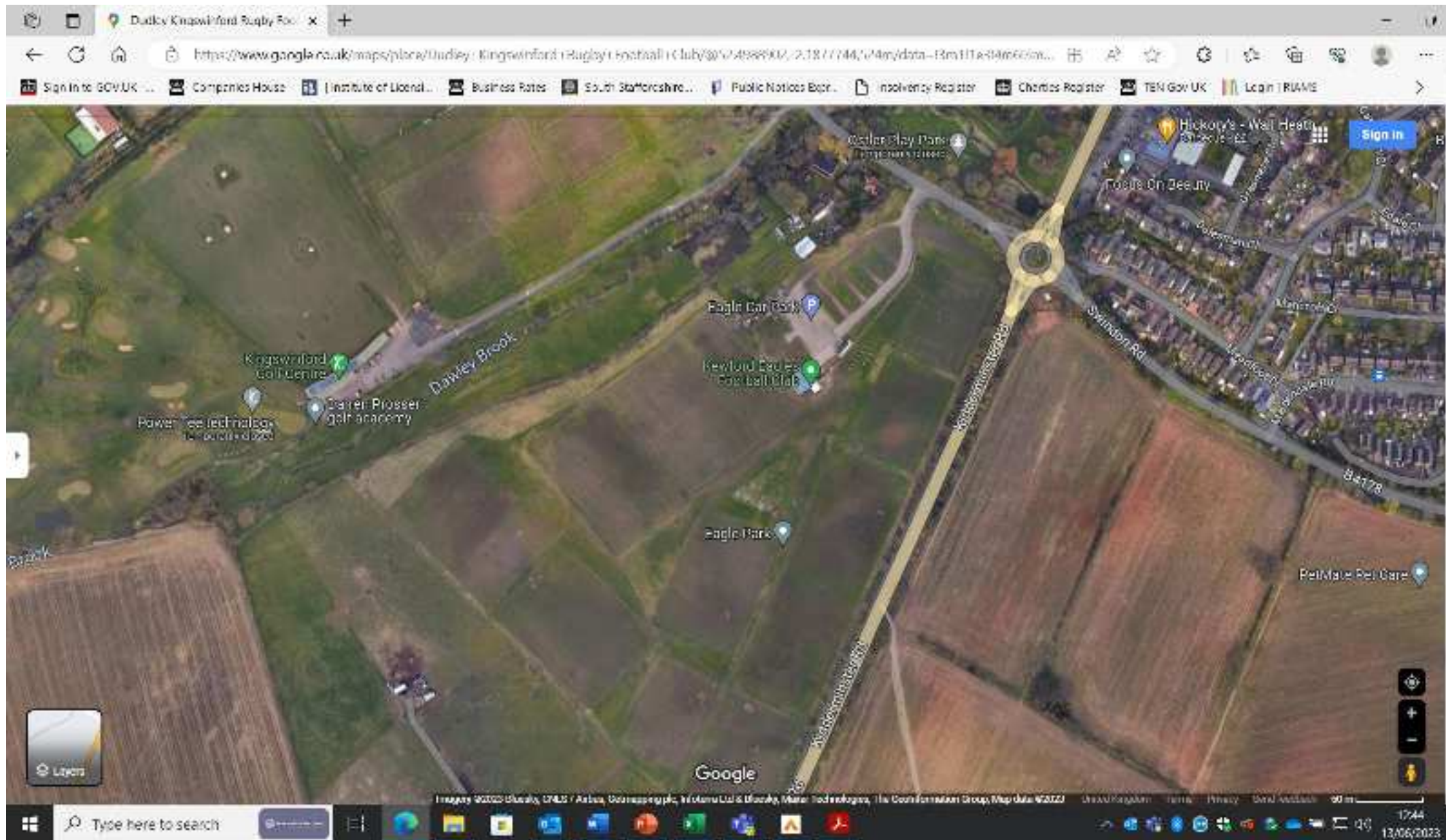
Green- Bars

Dark yellow- food traders

Black - kids entertainment zone

Red - Toilets

Yellow block - Car parking



South Staffordshire Council
Environmental Health & Licensing
Council Offices
Wolverhampton Road
Codsall
South Staffordshire
WV8 1PX

Please ask for: Karen Brookes
Direct Dial: 07970 126214
Email: Karen.brookes@sstaffs.gov.uk

5th May 2023

Dear Sirs

**New Premises Licence – Kewford Eagles Football Club
3 Swindon Road, Kingswinford, South Staffordshire, DY6 0AW**

The Council's Environmental Health Team (Food and Health & Safety Team), as a responsible authority wishes to make an objection to the grant of a new premises licence for Kewford Eagles Football Club, 3 Swindon Road, Kingswinford, South Staffordshire, DY6 0AW on the licensing objectives of the Prevention of Crime and Disorder, the prevention of Public Nuisance and public safety.

The applicant has stated within the application for an *Events Venue*, under the licensing objectives for c) Public Safety:

'We have conducted a suitable Fire Risk Assessment at the premises and implemented necessary control measures.

Notices detailing the actions to be taken in the event of fire or other emergency are prominently displayed and maintained in good condition.

Access is provided for emergency vehicles and kept clear and free from obstruction at all times.

First aid provision on site.

First aiders are trained to deal with drug and alcohol related problems'.

The applicant has not stated for any events proposed for the site, the provision of event specific Event Management Plans (EMP) and associated documents and information, nor the timescales for providing such information to enable the licensing authority and responsible parties to look at this information prior to an event taking place within the grounds.

With this in mind, the Food and Health & Safety Team of Environmental Health Team would like to see the following conditions attached to any new licence granted. If the applicant is willing to accept and understands the proposed conditions the objection will be withdrawn:

1. A suitable and sufficient, event and site-specific Event Management Plan (EMP) will be developed and shared with the Licensing Authority and SAG no later than 3 months prior to an event, with the final approved EMP 7 days prior to each event.
2. The EMP will include details on such topics as the following: - (but this list is not exhaustive and will depend on the type of event held):

Event Risk Assessments, Event Schedule, Site Plan, Fire Risk Assessment, Security & Marshalling Details and Plan, Crowd Management Plan, Drugs Policy, Liquids Policy, Search Policy, Alcohol Management Plan, Traffic Management Plan, Ingress/Egress Plan, Waste Management Plan, Medical Management Plan, Concessions and Retail Management Plan, Adverse Weather Plan, Crisis Communication Plan, Noise Management Plan, Egress Plan, Water Provisions, Sanitation Plan, Child Welfare/Vulnerable Persons Policy, Capacity Calculations, Barrier Plan, Emergency Evacuation Procedures, Emergency Services procedure, Command & Control Arrangements etc.

These documents will be living documents which will be reviewed and revised in the planning phases of the events.

3. Temporary Demountable Structures in use at the event shall be provided and erected by competent suppliers. A completion certificate will be issued by the supplier to the event organiser. Details of all structures in use at events will be provided to South Staffordshire council's Environmental Health & Licensing Team with the EMP a minimum of 28 days-prior to the event taking place.

Should the applicant require clarification on the above matters, please contact the Team.

Yours faithfully



Karen Brookes
Public Health Officer
Environmental Health & Licensing



Our Ref: 7044/492840/E0500682

Your Ref:

Date: 03 May 2023

FAO: Mr D McClure

Please reply to:

Cannock Community Fire Station
Western Service Delivery Group
Old Hednesford Road
Cannock
WS11 6LD

Contact: Amanda Shakespear

Direct line: 01785 898378

E-mail:

amanda.shakespear@staffordshirefire.gov.uk

Switchboard: 0300 330 1000

Dear Sir

THE REGULATORY REFORM (FIRE SAFETY) ORDER 2005

Kewford Eagles FC Swindon Road Kingswinford DY6 0AW

Staffordshire Fire and Rescue Service, as a responsible authority wishes to make an objection to the grant of a new premises licence for Kewford Eagles FC applied for by Mr D McClure on the licensing objectives of public safety.

On page 4 of the application under the heading of "please give a general description of the premises" the applicant has stated "*Licence application for 2 events per year with 28 days notice in writing to the relevant authorities*". On Page 17 under the heading of Public safety the applicant has stated "*We have conducted a suitable Fire Risk Assessment at the premises and implemented necessary control measures*"

As each event is likely to be different and specific to the event site, therefore I would expect to see a suitable and sufficient Fire Risk Assessment which is relevant for each event, as the risks may change dependant on the type of event you are looking to hold.

Furthermore the plan attached to the application, are you able to confirm that each and every event held on site have the same bar, stage etc in the same place or will the layout be different for each event. Therefore with this in mind, Staffordshire Fire and Rescue Service would like to see the following conditions attached to any new licence granted. If the applicant is willing to accept and understands the proposed conditions the objection will be withdrawn.



1. A suitable and sufficient, event and site-specific Event Management Plan (EMP) will be developed and shared with the Licensing Authority and SAG no later than 3 months prior to an event, with the final approved EMP 7 days prior to each event.
2. The EMP will include details on such topics as the following: - (but this list is not exhaustive and will depend on the type of event held):

Event Risk Assessments, Event Schedule, Site Plan, Fire Risk Assessment, Security & Marshalling Details and Plan, Crowd Management Plan, Drugs Policy, Liquids Policy, Search Policy, Alcohol Management Plan, Traffic Management Plan, Ingress/Egress Plan, Waste Management Plan, Medical Management Plan, Concessions and Retail Management Plan, Adverse Weather Plan, Crisis Communication Plan, Noise Management Plan, Egress Plan, Water Provisions, Sanitation Plan, Child Welfare/Vulnerable Persons Policy, Capacity Calculations, Barrier Plan, Emergency Evacuation Procedures, Emergency Services procedure, Command & Control Arrangements etc.

These documents will be living documents which will be reviewed and revised in the planning phases of the events.

3. A suitable Fire Risk Assessment for each specific event.

No later than 3 months prior to an event, this allows ample time for us to review your event documentation and confirm with you should there be any queries raised from the documentation, with the final approved event specific site plan 7 days prior to each event.

Yours faithfully



Amanda Shakespear
Fire Safety Officer

From: Lisa Roberts <Lisa.Roberts@staffordshire.police.uk>
Sent: Monday, May 15, 2023 11:15 AM
To: John Chislett <J.Chislett@sstaffs.gov.uk>; mccdarren; External Email for Licensing <Licensing@sstaffs.gov.uk>
Cc: James Finn <James.Finn@staffordshire.police.uk>
Subject: FW: Application for a Premises Licence to be granted under the Licensing Act 2003 – Kewford Eagles Football Club, 3 Swindon Road, Kinver, Kingswinford, DY6 0AW.

CAUTION-THIS EMAIL WAS SENT FROM OUTSIDE THE COUNCIL. DONT OPEN LINKS OR ATTACHMENTS UNLESS YOURE SURE YOU CAN TRUST THIS SENDER!

Dear Licensing,

Application for a Premises Licence to be granted under the Licensing Act 2003 – Kewford Eagles Football Club, 3 Swindon Road, Kinver, Kingswinford, DY6 0AW.

Relevant Representations.

In relation to the above application received by Staffordshire Police on the 26th April 2023, Staffordshire Police wish to make representations on the basis that it is considered that the application in its current form would not promote the licensing objectives.

To address these concerns, Staffordshire Police request the below conditions to be incorporated into the Premises Licence. If the below conditions are agreed by the Applicant, Staffordshire Police will withdraw representations to the application.

To incorporate conditions in section M (b) The prevention of crime and disorder:

1. An Event Management Plan (EMP) /Risk Assessment (RA) must be provided to Staffordshire Police Force Events Unit (email: events@staffordshire.police.uk) **14 days prior to the event taking place.** The EMP/RA must include details of security/stewarding arrangements having regard to the anticipated numbers attending the event. The Event Management Plan must include fire risk assessment, provisions for injury/ill health and emergency/evacuation plans, Policing/security/searching provisions (including a drug and weapon search policy), child protection policy including lost child procedure, noise management plan, crowd control/audience behaviour, dispersal policy, traffic management and food hygiene procedures.

2. Where the Event Management Plan/Risk Assessment indicates that Security/Door Staff are required, then they must be Security Industry Authority (SIA) registered and conditions 3a and 3b, as referenced below, must be complied with.

3a. The Premises Licence Holder/Designated Premises Supervisor must identify the requirement for Security/Door Staff at all times by way of a risk assessment. Where the Risk Assessment identifies the need for Security/Door Staff to be deployed, staff must be of sufficient number to be able to control entry to the premises and deal with any instances of disorderly behaviour within the premises simultaneously. Security/Door Staff must remain at the premises until such time the premises are closed and all members of the public have left the venue. All persons utilised at the premises in the capacity of a Security/Door Staff must wear high visibility clothing.

3b. Where Security/Door Staff are employed there must be a register of every SIA person employed at the premises that contains the following details:

- Name, date of birth and home address
- Security Industry Authority licence number
- Time and date Security/Door Staff starts and finishes duty
- Each entry shall be signed by the Security/Door Staff

That register must be kept fully updated at all times and remain at the licensed premises and be available for inspection immediately by an authorised officer of the Licensing Authority, the Security Industry Authority or Police.

4. No open vessels containing alcoholic drinks must be taken from the boundaries of the premises.
5. Where the Event Management Plan/Risk Assessment indicates a requirement for non-glass drinking receptacles (including bottles), these must be of an alternative material other than glass. Any drinks not available in this packaging must be decanted and the glass/bottle retained by the staff at the location and not handed to the customer.

To incorporate conditions in section M (e) The protection of children from harm:

1. Challenge 25 must be operated at the premises whereby all persons who appear to be under 25 and purchasing or attempting to purchase alcohol must be asked to provide identification to prove they are over 18 years of age.
2. The only acceptable forms of identification allowed must be a valid passport, valid photo ID driving licence or valid proof of age scheme card with the PASS approved hologram.
3. Challenge 25 signage must be displayed in a clear and prominent public place at the premises.
4. All staff must be fully trained in relation to the Challenge 25 scheme before being allowed to sell alcohol and a record must be kept of staff training. Training must be refreshed at least every 12 calendar months. Such training must be recorded and be maintained at the premises and made available for inspection upon request by a Responsible Authority. Records for each person must be retained for a minimum of 12 months.
5. A refusals register must be held at the premises and contain details of the time and date of any sales that are refused in relation to persons that are under age. This refusals register must be checked following each event by the Designated Premises Supervisor or Duty Manager and endorsed accordingly. This register must be made available for inspection upon request by a Responsible Authority. This register can be written or electronic.
6. The Designated Premises Supervisor must ensure that a written notice of authority is kept at the premises for all staff who sell alcohol. The notice must be made available for inspection upon request by a Responsible Authority and all staff selling alcohol must be in possession of formal identification to enable to verify their identity against the notice.

If you have any queries please do not hesitate to contact me.

With many thanks, kind regards, Lisa.

Sent on behalf of SGT 4613 Jim Finn.

9456 Lisa Roberts
Licensing Officer



Police Licensing Unit,
Staffordshire Police Headquarters,
Block 9, Ground Floor, Weston Road, Stafford, Staffordshire, ST18 0YY.
t: 101 Ext. 2843 Direct Dial: 01785 232843
m: 07966 883511
e: lisa.roberts@staffordshire.police.uk
e: licensinghq@staffordshire.police.uk

From: Lisa Roberts

Sent: 04 May 2023 11:46

To: 'mccdarren

Cc: James Finn <James.Finn@staffordshire.police.uk>; 'John Chislett' <J.Chislett@sstaffs.gov.uk>

Subject: Application for a Premises Licence to be granted under the Licensing Act 2003 – Kewford Eagles Football Club, 3 Swindon Road, Kinver, Kingswinford, DY6 0AW.

Dear Mr. McClure,

Application for a Premises Licence to be granted under the Licensing Act 2003 – Kewford Eagles Football Club, 3 Swindon Road, Kinver, Kingswinford, DY6 0AW.

In relation to the above application received by Staffordshire Police on the 26th April 2023, Staffordshire Police request the below conditions to be incorporated into the Premises Licence please:

To incorporate conditions in section M (b) The prevention of crime and disorder:

1. An Event Management Plan (EMP) /Risk Assessment (RA) must be provided to Staffordshire Police Force Events Unit (email: events@staffordshire.police.uk) **14 days prior to the event taking place.** The EMP/RA must include details of security/stewarding arrangements having regard to the anticipated numbers attending the event. The Event Management Plan must include fire risk assessment, provisions for injury/ill health and emergency/evacuation plans, Policing/security/searching provisions (including a drug and weapon search policy), child protection policy including lost child procedure, noise management plan, crowd control/audience behaviour, dispersal policy, traffic management and food hygiene procedures.

2. Where the Event Management Plan/Risk Assessment indicates that Security/Door Staff are required, then they must be Security Industry Authority (SIA) registered and conditions 3a and 3b, as referenced below, must be complied with.

3a. The Premises Licence Holder/Designated Premises Supervisor must identify the requirement for Security/Door Staff at all times by way of a risk assessment. Where the Risk Assessment identifies the need for Security/Door Staff to be deployed, staff must be of sufficient number to be able to control entry to the premises and deal with any instances of disorderly behaviour within the premises simultaneously. Security/Door Staff must remain at the premises until such time the premises are closed and all members of the public have left the venue. All persons utilised at the premises in the capacity of a Security/Door Staff must wear high visibility clothing.

3b. Where Security/Door Staff are employed there must be a register of every SIA person employed at the premises that contains the following details:

- Name, date of birth and home address
- Security Industry Authority licence number
- Time and date Security/Door Staff starts and finishes duty
- Each entry shall be signed by the Security/Door Staff

That register must be kept fully updated at all times and remain at the licensed premises and be available for inspection immediately by an authorised officer of the Licensing Authority, the Security Industry Authority or Police.

4. No open vessels containing alcoholic drinks must be taken from the boundaries of the premises.

5. Where the Event Management Plan/Risk Assessment indicates a requirement for non-glass drinking receptacles (including bottles), these must be of an alternative material other than glass. Any drinks not available in this packaging must be decanted and the glass/bottle retained by the staff at the location and not handed to the customer.

To incorporate conditions in section M (e) The protection of children from harm:

1. Challenge 25 must be operated at the premises whereby all persons who appear to be under 25 and purchasing or attempting to purchase alcohol must be asked to provide identification to prove they are over 18 years of age.
2. The only acceptable forms of identification allowed must be a valid passport, valid photo ID driving licence or valid proof of age scheme card with the PASS approved hologram.
3. Challenge 25 signage must be displayed in a clear and prominent public place at the premises.
4. All staff must be fully trained in relation to the Challenge 25 scheme before being allowed to sell alcohol and a record must be kept of staff training. Training must be refreshed at least every 12 calendar months. Such training must be recorded and be maintained at the premises and made available for inspection upon request by a Responsible Authority. Records for each person must be retained for a minimum of 12 months.
5. A refusals register must be held at the premises and contain details of the time and date of any sales that are refused in relation to persons that are under age. This refusals register must be checked following each event by the Designated Premises Supervisor or Duty Manager and endorsed accordingly. This register must be made available for inspection upon request by a Responsible Authority. This register can be written or electronic.
6. The Designated Premises Supervisor must ensure that a written notice of authority is kept at the premises for all staff who sell alcohol. The notice must be made available for inspection upon request by a Responsible Authority and all staff selling alcohol must be in possession of formal identification to enable to verify their identity against the notice.

Please could you advise, by return email, if you are in agreement to the above amendments and conditions being amended/incorporated into the Premises Licence?

If you have any queries please do not hesitate to contact me.

With many thanks, kind regards, Lisa.

Sent on behalf of SGT 4613 Jim Finn.

9456 Lisa Roberts
Licensing Officer



Police Licensing Unit,
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