

LICENSING SUB-COMMITTEE: 20th July 2018

Report of the Head of Regulatory Services

Application for Premises Licence - Grant

Application No: 024353

Name of Premises: Head of Steam

Ward: Cathays

1. Application

1.1 An application for a Premises Licence - Grant, has been received from Camerons Brewery Limited in respect of Head of Steam, 18-19 Church Street, Cardiff, CF10 1BG.

1.2 The applicant has applied for the following:

(1) In respect of the following licensable activities:

1. The supply of alcohol for consumption on and off the premises.
2. The provision of regulated entertainment in the form of films, live music, recorded music, performance of dance and anything of a similar description (indoors).
3. The provision of late night refreshment (indoors).

(2) Description of Premises (as stated by applicant):

“The premises are to operate as Head of Steam which is a craft beer offer. Head of Steam’s beer sommeliers knowledge, combined with their chef’s passion for world flavours and local produce, have filled their food menus with exciting flavours and inspired beer pairings. A wide range of food and drinks will be available. The brand is also known for its live acoustic music sessions.

The premises will consist of a trading area to the ground and first floor with an external seating area to the front of the premises which will be used for the consumption of food and drinks”.

(3) The opening hours are proposed as follows:

Sunday to Thursday: 08:00 to 01:30

Friday and Saturday: 08:00 to 02:30

New Year’s Eve: until the start of permitted hours on 1st Jan

An additional hour on the commencement of British Summer Time

(4) To provide licensable activities during the following hours:

1. The supply of alcohol for consumption on and off the premises:
Sunday to Thursday: 08:00 to 01:00
Friday and Saturday: 08:00 to 02:00
New Year's Eve: until the start of permitted hours on 1st Jan
An additional hour on the commencement of British Summer Time
2. The provision of regulated entertainment in the form of films, live music, recorded music, performance of dance and anything of a similar description (indoors):
Sunday to Thursday: 08:00 to 01:00
Friday and Saturday: 08:00 to 02:00
New Year's Eve: until the start of permitted hours on 1st Jan
An additional hour on the commencement of British Summer Time
3. The provision of late night refreshment (indoors and outdoors):
Sunday to Thursday: 23:00 to 01:00
Friday and Saturday: 23:00 to 02:00
New Year's Eve: 23:00 to 05:00
An additional hour on the commencement of British Summer Time

2. **Promotion of Licensing Objectives.**

- 2.1 The additional conditions proposed by the applicant to meet the licensing objectives are attached to the report.

3. **Relevant Representations**

- 3.1 A copy of the representation received from South Wales Police is attached this report.
- 3.2 A copy of the representation received from the Senior Licensing Enforcement Officer is attached this report.

4. **Legal Considerations.**

- 4.1 In respect of the application the decision must be taken following consideration of the representations received with a view to promoting the licensing objectives which are:

Prevention of crime and disorder
Public Safety
Prevention of Public Nuisance
Protection of Children from Harm

4.2 In each case the Sub-Committee may make the following determination

- a) To grant the application.
- b) To modify the conditions of the licence, by altering, omitting or adding to them, where relevant.
- c) Reject the whole or part of the application.

4.3 All decisions taken by the Sub-Committee must (a) be within the legal powers of the Council and its Committees; (b) comply with any procedural requirement imposed by law; (c) be undertaken in accordance with the procedural requirements imposed by the Council eg. standing orders and financial regulations; (d) be fully and properly informed; (e) be properly motivated; (f) be taken having regard to the Council's fiduciary duty to its taxpayers; and (g) be reasonable and proper in all the circumstances.

5. Issues for Discussion.

5.1 The application should be determined and the appropriateness of any conditions on the licence needs to be discussed.

Dave Holland
Regulatory Services

05 July 2018

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			State any seasonal variations (please read guidance note 5)
Day	Start	Finish	
Mon	08:00	01:30	<p>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list (please read guidance note 6)</p> <p>An additional hour to the standard and non-standard times on the day when British Summertime commences.</p> <p>New Year's Eve – from the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day</p>
Tue	08:00	01:30	
Wed	08:00	01:30	
Thur	08:00	01:30	
Fri	08:00	02:30	
Sat	08:00	02:30	
Sun	08:00	01:30	

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

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

The applicant is aware that the premises are located within Cardiff City Council's Cumulative Impact Zone. Brief pre consultation has taken place with PC John Crowther of South Wales Police and Rhys Morgan, Licensing Enforcement Officer at Cardiff City Council. A meeting is to be arranged with the Police and Licensing Enforcement Officer to discuss the operation of the premises and with a view to agreeing additional conditions if necessary.

The applicant recognises that pubs are within the Council's 'red' Cumulative Impact Policy and that steps from the Council's 'amber' policy can be adopted to promote the licensing objectives. The applicant has therefore included some conditions from this section of the Council's licensing policy within the operating schedule below.

b) The prevention of crime and disorder

1. The premises shall install and maintain a comprehensive CCTV system. All recordings shall be stored for a minimum period of 31 days with date and time stamping. Recordings shall be made available immediately upon request of Police or authorised officer throughout the preceding 31 day period.
2. SIA door supervisors are to be employed at the premises – days and times to be agreed with South Wales Police during the consultation period.
3. On days deemed to be major event days in Cardiff, all drinks will be served in non-glass vessels.
4. Persons using the outside area for the consumption of food and drink will be seated and service

to this area will be by waiter/waitress service only.

5. At least [x] % of the public space within the premises is to be occupied by tables and chairs – Percentage to be agreed with the Police following a site inspection.
6. All meals are to be consumed at tables with non-disposable crockery.
7. Customers will be permitted to order food at the bar however; the service of food will take place via waiter/waitress service.
8. Substantial food will be available throughout the trading period until 20 minutes before the premises close.
9. A drug safe will be installed at the premises.
10. The premises licence holder is to implement a search policy.
11. The DPS or other nominated employee shall participate in the Licensee Forum.
12. An incident log shall be kept at the premises, and made available on request to an authorised officer of the City Council or the Police. It must be completed within 24 hours of the incident and will record the following:
 - (a) all crimes reported to the venue
 - (b) all ejections of patrons
 - (c) any complaints received concerning crime and disorder
 - (d) any incidents of disorder
 - (e) all seizures of drugs or offensive weapons
 - (f) any faults in the CCTV system
 - (g) any visit by a relevant authority or emergency service.

c) Public safety

1. We understand our obligations under existing legislation, and take our responsibility seriously.

d) The prevention of public nuisance

1. Reasonable steps will be taken to recognise the needs of local residents and/or businesses and to encourage customers to leave the premises quietly.
2. There will be appropriate signage at the premises requesting customers to leave quietly.

e) The protection of children from harm

1. The premises will adopt a "Challenge 21" policy and any person wishing to purchase alcohol who appears to be under 21 shall be asked to produce an acceptable form of identification (photo-card driving licence, international passport, a PASS hologrammed/ultraviolet feature card, Military ID card).
2. The premises licence holder will, at all times, ensure that the manager and staff are trained in the importance of their responsibilities in ensuring that customers who request alcohol are over 18.
3. Records will be kept of staff training. The records to be made available for inspection by officers of Responsible Authorities immediately on request and all such records to be retained at the premises for at least 12 months.
4. The premises will operate a system whereby a record is maintained of refusals to serve alcohol.

Barker, Kirstie

From: John.Crowther@south-wales.pnn.police.uk
Sent: 03 July 2018 15:32
To: Licensing (Licensing Regulatory) / Trwyddedu (Rheoleiddio Trwyddedu)
Cc: Justin.Hardwick@south-wales.pnn.police.uk
Subject: Head of Stem, 18-19 Church St, Cardiff. Grant application
Attachments: Letter from CI signed.pdf; Letter from CI.doc

***** Warning: This email contains a Microsoft Office (Word, Excel, PowerPoint) or Adobe PDF attachment. Although this email has been scanned for threats, please think before opening attachments from unrecognised senders.**

Rhybudd: Mae'r e-bost hwn yn cynnwys atodiad Microsoft Office (Word, Excel, PowerPoint) neu PDF Adobe. Er bod yr e-bost hwn wedi'i sganio ar gyfer unrhyw fgythyiadau, meddylwch cyn agor atodiadau gan anfonwyr nad ydych yn eu hadnabod. ***

Good afternoon,

Please find, attached, SWP representations regarding the above Grant application. I attach a word copy for your assistance.

Many thanks

Kind regards

John



PC 946

John Crowther

Swyddog Trwyddedu / Licensing officer.

Adran Drwyddedu / Licensing Department

Heddlu De Cymru / South Wales Police

URS y Dwyrain / Eastern BCU

Gorsaf yr Heddlu Bae Caerdydd / Cardiff Bay Police Station

Stryd James / James Street

Bae Caerdydd / Cardiff Bay

CF10 5EW

☎: 02920 634 159 | Ext: 34950 | Mobile: 07805 301222

📱 /SWPolice 📺 @SWPolice 📺 @SWPolice 📺 /SWPTV

Ydych chi angen siarad gyda'r heddlu ond nad oes angen ymateb brys arnoch? Ffoniwch 101. Gellir defnyddio'r rhif i roi gwybod am achos nad yw'n un brys i unrhyw heddlu yng Nghymru a Lloegr. Mewn argyfwng, ffoniwch 999 bob amser.

Do you need to speak to police but don't require

an emergency response? Call 101. The number can be used to report a non-emergency to any force in Wales and England.

In an emergency, always dial 999.

Mae Heddlu De Cymru yn croesawu derbyn gohebiaeth yn Gymraeg a Saesneg. Byddwn yn ateb gohebiaeth a dderbynnir yn Gymraeg yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi.



Licensing Department,
Cardiff Bay Police Station,
James Street,
Cardiff,
CF10 3EW

03 July 2018

Camerons Brewery Ltd,
Main Gate House,
Waldon Street,
Hartlepool,
TS24 7QS

APPLICATION FOR THE GRANT OF A PREMISES LICENCE UNDER THE LICENSING ACT 2003.
HEAD OF STEAM, 18-19 CHURCH STREET, CARDIFF, CF10 1BG

Dear Sir,

I have caused enquiries to be made into this application and make the following representation;

South Wales Police wish to object to the grant of this application under the Licensing Objectives;
Prevention of Crime and Disorder
Prevention of Public Nuisance, as well as the Cardiff City Council Cumulative Impact Policy 2016-2021.

Should the committee be of a mind to grant this application, we ask that amendments are made to permitted hours and conditions are attached to the premises licence as listed below;

POLICE REPRESENTATION

PERMITTED HOURS APPLIED FOR SUPPLY BY RETAIL OF ALCOHOL FOR CONSUMPTION ON AND OFF PREMISES TO BE AMENDED TO:

Mon – Sun 08:00 – 00:30

With the additional timings as detailed in the original application.

PERMITTED HOURS FOR THE PROVISION OF REGULATED ENTERTAINMENT IN THE FORM OF FILMS, LIVE MUSIC, RECORDED MUSIC, PERFORMANCES OF DANCE AND ANYTHING OF A SIMILAR DESCRIPTION (ALL INDOORS) TO BE AMENDED TO:

Mae Heddlu De Cymru yn croesawu derbyn gohebiaeth yn Gymraeg a Saesneg.
Byddwn yn ateb gohebiaeth a dderbynnir yn Gymraeg yn Gymraeg ac ni fydd
gohebu yn Gymraeg yn arwain at oedi.

South Wales Police welcomes receiving correspondence in Welsh and English.
Any correspondence received in Welsh will be answered in Welsh and corresponding
in Welsh will not lead to a delay in responding.

Mon – Sun 23:00-01:00

With the additional timings as detailed in the original application.

PERMITTED HOURS FOR THE PROVISION OF LATE NIGHT REFRESHMENT (ON AND OFF PREMISES) TO BE AMENDED TO:

Mon – Sun 23:00-01:00

With the additional timings as detailed in the original application.

PERMITTED HOURS FOR THE PREMISES TO BE OPEN TO THE PUBLIC TO BE AMENDED TO:

Mon – Sun 08:00-01:00

With the additional timings as detailed in the original application.

CONDITIONS:

1. A CCTV system shall be installed to an agreed standard as approved by South Wales Police and it shall be maintained and operated at all times when the premises are open to the public. The system will cover all areas of the premises where the public have access (excluding toilets) including all entrances and exits. It will cover the external front of the premises. Any outside area used by customers will also be covered. The images will be kept for a minimum period of 31 days. Images will be produced to a police employee on the provision of satisfactory identification in a readily playable format, immediately upon request when the premises are open to the public and at all other times as soon as reasonably practicable, subject to data protection legislation. There will be sufficient trained staff to facilitate the above. Signs will be prominently displayed, advising customers that CCTV is in operation at the premises.
2. There shall be a minimum of two-body worn camera devices in use at the premises whenever door staff are on duty. The body-worn devices shall be capable of recording video (images) and sound. Recorded images shall be stored for a minimum of 31 days and shall be produced to a police employee on the provision of satisfactory identification, in a readily playable format, immediately upon request when the premises are open to the public and at all other times as soon as reasonably possible subject to data protection legislation. There will be sufficient trained staff to facilitate the above.
3. A register of door supervisors shall be kept at the premises. The register shall show the full name and SIA registration number of each door supervisor, stating the start and end duty times from each door supervisor. The register shall be kept by the DPS for a minimum of 12 months and will be made available to a police employee or representative of a responsible authority on request.
4. SIA registered Door Supervisors will be employed on duty at a ratio of 1:100 or part thereof on Friday, Saturday and any Sunday before a Bank Holiday from 19:00hrs until close. There will be a minimum of two door supervisors at any time.
5. SIA registered door supervisors will be employed at the premises Sunday to Thursday at the ratio of 1:100 or part thereof, with a minimum of two at any time, from 21:00hrs whenever the premises remains open past 00:00hrs for licensable activities.
6. A minimum of two SIA registered door supervisors shall be employed at the premises whenever a pre-planned event (where alcohol is available to attendees) occurs and 75 or more

persons are expected. Should the numbers attending exceed 100 persons, additional SIA staff will be provided at the ratio of 1:100 or part thereof. Any SIA staff employed for such an event will be considered as additional to any other requirement being triggered.

7. On Major Event Days SIA registered door supervisors shall be employed at the premises from at least three hours before the start of the event (which the Major Event was declared for) at the ratio of 1:100 or part thereof with a minimum of two at any time. Hi-vis tabards or jackets will be worn by door supervisors on Major Event Days.

8. For a period of up to 30 minutes after closing, the premises must provide two SIA registered door supervisors, in Hi-Vis tabards or jackets, outside the venue to assist in the safe dispersal of patrons from the frontage of the premises. These Door Supervisors shall each wear body cameras at all times whilst outside the premises for this purpose.

9. Door supervisors shall each carry an internal radio to allow communication between themselves and management,

10. The premises will utilise an electronic counting device (or provide 2 clicker type counting machines) for monitoring the number of patrons entering and leaving the premises.

11. On days declared as major event days by South Wales Police, non-glass vessels shall be used from opening to close. No alcohol shall be supplied in glass on such days.

12. The premise shall operate the Drug Safe scheme. A dedicated register shall be kept in which any drugs deposited in the drug safe are recorded. This register shall be cross referenced with the incident book.

13. At all times when open to the public, the premise shall operate a radio system which is monitored by the local authority & South Wales Police.

14. Consumption off-premises of alcohol sold in open vessels shall be restricted to a designated outside area as authorised by the Highways department of the Cardiff City Council by way of a Pavement Licence. Customers using this area for the consumption of food and drink will be seated and service to this area will be by waiter/waitress service only.

15. There shall be no external drinking after 23:00hrs daily.

16. Food shall be available on the premises, when it is open for licensable activity, until 20 minutes before the premise closes.

17. Toilet checks shall be conducted frequently, but at irregular intervals, at least 4 times each hour. There shall be a record of toilet checks; the record shall be kept for 31 days minimum and made available to a representative of a Responsible Authority upon request.

18. Any external area used by customers and the number of those customers shall be controlled in such a way that does not obstruct the reasonable passage of pedestrians or cause disturbance to other businesses in the immediate vicinity.

19. An incident log with sequentially numbered pages will be maintained at the premises. Each entry made shall carry the day, date and time that each report was made It will record the following; The DPS shall use best endeavours to ensure that all incidents are logged on the day of the incident.

- A. All crimes reported to the venue.
- B. All ejections of patrons, with details of the individual(s) if known.
- C. All incidents of disorder of which the premises are aware.
- D. The seizure of drugs and offensive weapons.
- E. All visits by a responsible authority or emergency service.

The log will be made available to the police or other Responsible Authority representative on request. The log shall be retained for 18 months minimum.

20. Staff shall receive initial training in relation to responsible retail of alcohol prior to beginning work in the premise. An ongoing system of annual refresher training will be in place and records shall be kept by the DPS of such training for a period of at least 18 months.

21. The premise will operate a system whereby a record is maintained of refusals to serve alcohol

22. The Designated Premises Supervisor (DPS) shall participate in the Cardiff Licensees' Forum and will attend meetings in person or by sending a suitable proxy.

23. No one under the age of 18 shall be allowed on the premises after 22:00hrs daily unless attending a pre-planned event and accompanied by an adult.

24. Purchase of alcoholic beverages will be possible only from static bars. There will be no mobile alcohol sales persons of any sort.

25. There will be appropriate signage at the premises requesting customers leave quietly.

26. At least 75% of the public space within the premises shall be occupied by tables and chairs.

27. All meals shall be consumed at tables, using non-disposable crockery.

28. There shall be no display of dancing performed by staff.

29. There shall be no external audio speakers at the premises.

Additional evidence to support the notice of objection will be presented at any subsequent Licensing Committee hearing. This evidence will be expanded on verbally, written, statistical or CCTV evidence.

If you require any further information please contact PC946 John Crowther at Cardiff Bay police station, Licensing Department on 101(South Wales) ext. 34-950.

S Murray SGT 1597

Yours sincerely,
J Jones
Chief Inspector

RP.

Barker, Kirstie

From: Morgan, Rhys
Sent: 27 June 2018 15:20
To: Barker, Kirstie
Cc: Sarah Taylor
Subject: FW: Licensing Act 2003: New Application: Head of Steam, 18-19 Church Street, Cardiff, CF10 1BG

Hi Kirstie,

In regard to the above application to grant premises license, I wish to advise that the Licensing Authority of Cardiff Council will be objecting to the application.

A Cumulative impact Policy has been adopted for the City Centre area of Cardiff. The Licensing Authority has adopted the policy due to high levels of alcohol related crime and disorder, in the interests of public safety and the avoidance of nuisance.

The policy creates a presumption that new applications for Premises Licences will be refused unless the applicant can demonstrate the business will have no negative effect on any of the licensing objectives.

The premises detailed above falls within the boundary of the Cumulative Impact Zone and therefore an objection is submitted in respect to the following Licensing Objectives.

The prevention of crime and disorder.
The prevention of public nuisance.

Details have been submitted in the applications operating schedule for how the promotion of the licensing objectives will be undertaken within cumulative impact policy along with the prevention of crime and disorder and Public Nuisance. Following further discussion during a site meeting conditions have been put forward meeting some of the additional steps as detailed in the policy. However the premise currently still falls within the red classification under the statement of licensing policy and Consequently the Licensing Sub-Committee will need consider this application in line with Cardiff Councils Cumulative Impact Policy.

You will need to demonstrate to the Licensing Sub-Committee that there will be no negative cumulative impact on one or more of the licensing objectives if the Premises Licence were to be granted.

Kind regards



Rhys Morgan

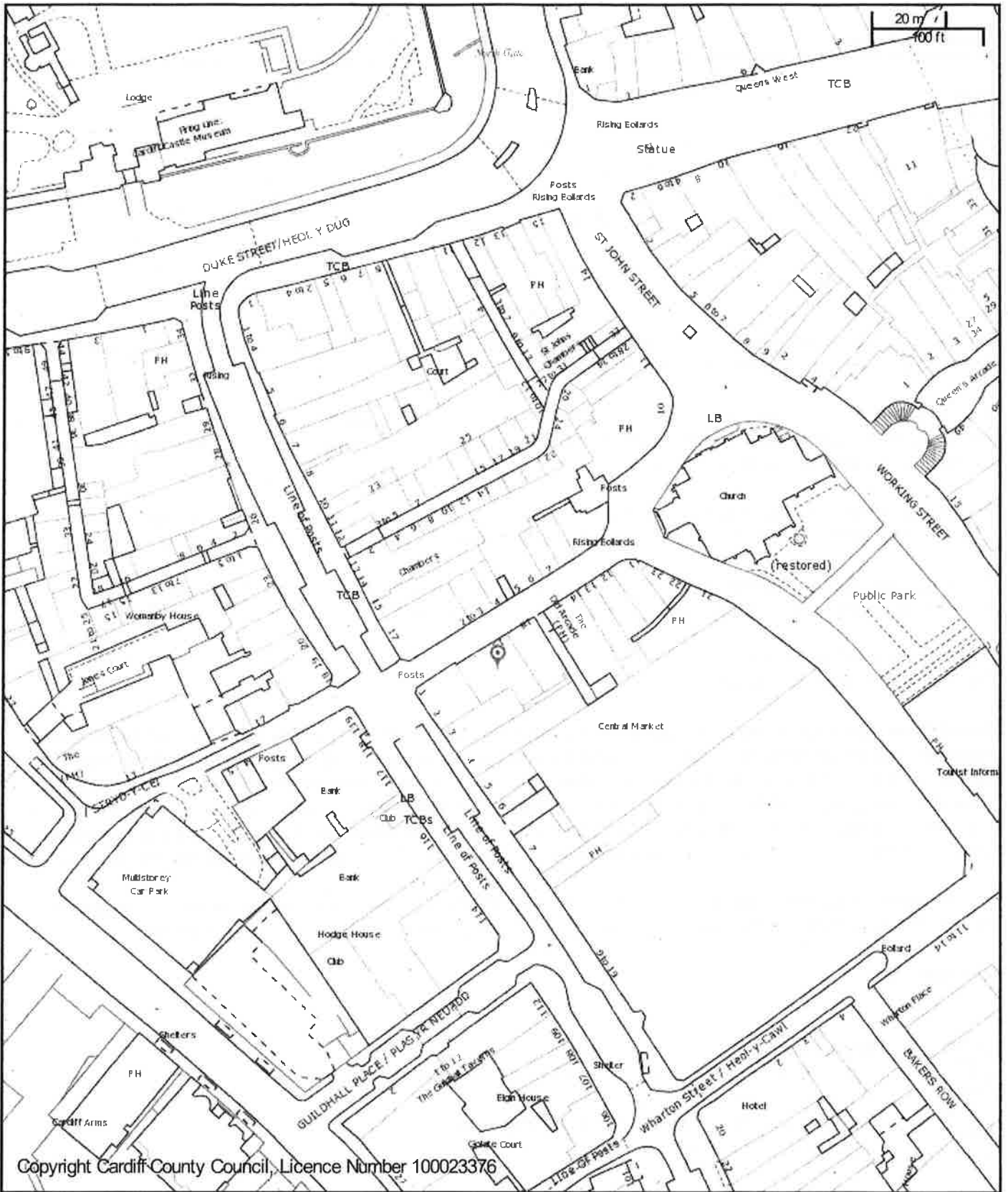
Shared Regulatory Services / Gwasanaethau Rheoliadol a Rennir
Bridgend, Cardiff and the Vale of Glamorgan
Pen-y-bont ar Ogwr, Caerdydd ar Bro Morgannwg
Telephone | Ffôn 02920 871123

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Language Preference


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The Council welcomes correspondence in English or Welsh and we will ensure that we communicate with you in the language of your choice, whether that's English, Welsh or in Bilingual format as long as we know which you prefer. Please contact 029



CHIEF EXECUTIVE
 Paul Orders
 County Hall
 Atlantic Wharf
 Cardiff CF10 4UW
 Tel: 029 20872000

City of Cardiff Council
Cyngor Dinas Caerdydd



CARDIFF
CAERDYDD



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