



County Hall  
Cardiff  
CF10 4UW  
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Neuadd y Sir  
Caerdydd  
CF10 4UW  
Ffôn: (029) 2087 2000

## AGENDA

<b>Committee</b>	LICENSING SUB COMMITTEE
<b>Date and Time of Meeting</b>	FRIDAY, 27 JULY 2018, 10.00 AM
<b>Venue</b>	136 AND 137, CITY HALL
<b>Membership</b>	Councillor Mackie (Chair) Councillors Murphy and Taylor

### 1 **Declarations of Interest**

To be made at the start of the agenda item in question, in accordance with the Members' Code of Conduct.

### 2 **Application for the Grant of a Premises Licence - Maes B, Heol Porth Teigr, Cardiff Bay** *(Pages 3 - 20)*

### 3 **Application for the Grant of a Premises Licence - Ty Gwerin & Bar Syched, Waterfront Park, Cardiff Bay** *(Pages 21 - 34)*

### 4 **Urgent Items (if any)**

**Davina Fiore**  
**Director Governance & Legal Services**  
Date: Monday, 23 July 2018  
Contact: Graham Porter,  
02920 873401, g.porter@cardiff.gov.uk

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**CARDIFF COUNCIL  
CYNGOR CAERDYDD**

**Agenda Item CO.**

**LICENSING SUB-COMMITTEE: 27<sup>th</sup> July 2018**

**Report of the Head of Regulatory Services**

**Application for Premises Licence - Grant**

**Application No: 024533**

**Name of Premises: Maes B (Eisteddfod)**

**Ward: Butetown**

**1. Application**

1.1 An application for a Premises Licence - Grant, has been received from Eisteddfod Genedlaethol Cymru in respect of Maes B, Heol Porth Teigr, Cardiff Bay, Cardiff, CF10 4GA. The application is for a time limited Premises Licence to cover the dates 8<sup>th</sup> -12<sup>th</sup> August 2018 in respect of the Eisteddfod 2018.

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 the premises.
2. The provision of regulated entertainment in the form of films, live music, recorded music (indoors).
3. The provision of late night refreshment (outdoors).

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

“Semi permanent building previously home to the Dr Who Experience. Building roughly divides into three – office accommodation at the front, performance area at the rear with a middle section incorporating a mezzanine level. Maes B festival performance and bar area will be mostly in the rear section with the mezzanine used for day time rehearsals and the office accommodation as management and dressing rooms.

Location of venue chosen so as to be close to main Eisteddfod site (WMC and Roald Dahl Plass). Not close to residential properties. Access for shuttle bus to transfer to campsite in suburbs”.

(3) The opening hours are proposed as follows:

Wednesday to Saturday: 21:00 to 03:00

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

1. The supply of alcohol for consumption on the premises:

Wednesday to Saturday: 21:00 to 01:30

2. The provision of regulated entertainment in the form of films, live music and recorded music (indoors):

Wednesday to Saturday: 21:00 to 02:00

3. The provision of late night refreshment (outdoors):

Wednesday to Saturday: 23:00 to 03:00

**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 Environmental Health is attached this report.

3.3 A copy of a representation received from a local resident is attached to 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**

**12 July 2018**

Continued from previous page...

TUESDAY

Start

End

Start

End

WEDNESDAY

Start 21:00

End 03:00

Start

End

THURSDAY

Start 21:00

End 03:00

Start

End

FRIDAY

Start 21:00

End 03:00

Start

End

SATURDAY

Start 21:00

End 03:00

Start

End

SUNDAY

Start

End

Start

End

State any seasonal variations

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

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

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

**Section 18 of 21**

**LICENSING OBJECTIVES**

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

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

**Continued from previous page...**

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

Maes B is a 16+ event and an important part of the Eisteddfod festival. We are aware of the implications of having 16+ in the venue and of our duty of care towards them. The event plans are based on a number of years experience of the holding the event on greenfield sites.

This site was chosen as it is adjacent to the main Eisteddfod site in the Bay and would reduce the numbers of 16+ wandering across the city. The site is not close to any residential areas so lessening public nuisance issues.

The campsite associated with Maes B will be on fields in the suburbs and a shuttle bus service will operate till 0300 taking festival goers back at the end of the night - again reducing the risk of them wandering through the city.

- Operating schedule provided
- 16+ ID has to be provided before entry. See operating schedule
- 18+ ID to be provided for alcohol purchase. See operating schedule
- Challenge 25 at the bar.
- SIA security and CCTV
- First Aid and welfare provision. See operating schedule
- Catering concession
- Phone number provided for public nuisance issues
- Vigilance re: drug taking and sales. See operating schedule
- Vulnerable persons policy available

**b) The prevention of crime and disorder**

Streamline Leisure will provide SIA stewards and CCTV on all main entries/exits and bar areas.

- Bag searches - before entry
- No alcohol allowed to be carried in
- No sales to drunk or intoxicated customers
- Capacity count
- Drugs safe. See operating schedule

**c) Public safety**

- Site is adjacent to harbour. Harbour wall has high level chain link fencing.
- Lighting - Exterior: street lighting will be boosted as required. Interior - emergency lighting in case of mains failure
- Certifications - Owners (CCC) to provide proof of recent checks to fire detection system, water system, gas installation, electrical installation.
- Log book to enter incidents
- Drink served in plastic glasses

**d) The prevention of public nuisance**

- Phone number provided to contact site management
- Campers to travel by shuttle bus after the event back to campsite
- PA system to be set up facing east i.e. towards the solid part of the building.
- Directional bass speakers
- Mailshot and meetings to be arranged with residents and businesses
- Cleaning contractor on site

**e) The protection of children from harm**

- It's crucial to us that 16+ (and their parents) know that they are in a safe environment and therefore have a good time.
- Detailed advice on the Maes B website regarding personal safety and security of property.

**Continued from previous page...**

- Cardiff Street Pastors and St John will be present to provide first aid and welfare
- No under 16 allowed on site - even if accompanied by adult
- 16+ must provide proof of age - passport (original no photocopy), ID card with PASS hologram. See operating schedule
- Shuttle buses from Bay to camp site
- Volunteer stewards with previous experience of Maes B
- Child protection policy in place

**Section 19 of 21**

**NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK**

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

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

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

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

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this by providing with this application copies or scanned copies of the following documents (which do not need to be certified).

**Documents which demonstrate entitlement to work in the UK**

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A **full** birth or adoption certificate issued in the UK which includes the name(s) of at least one of the holder's parents or adoptive parents, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.



## Barker, Kirstie

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**From:** Rob.Gunstone@south-wales.pnn.police.uk  
**Sent:** 09 July 2018 15:58  
**To:** Licensing (Licensing Regulatory) / Trwyddedu (Rheoleiddio Trwyddedu);  
Huw@eisteddfod.org.uk  
**Subject:** New Premises Application- Maes B  
**Attachments:** 20180709155819089.pdf

\*\*\* 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 fygythiadau, meddylwch cyn agor atodiadau gan anfonwyr nad ydych yn eu hadnabod. \*\*\*

To whom it may concern,

Please find attached police representations made in respect of the above application.

At this time the Police make an objection to the granting of the premises licence but please be advised that should the applicant confirm their agreement with the proposed conditions, then said objection will be withdrawn.

Rob Gunstone

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: 34504 | Mobile: 07584 004 356



Police Licensing Department .  
Cardiff Bay Police station.  
James Street,  
Cardiff.  
CF10 5EW.

6th July 2018

Eisteddfod Genedlaethol Cymru.  
Maes B.  
Discovery Quay.  
Cardiff.  
CF10 4GA

**APPLICATION FOR A NEW PREMISES LICENCE.LICENSING ACT 2003.  
EISTEDDFOD GENEDDLAETHOL CYMRU- MAES B .  
DISCOVERY QUAY, CARDIFF CF10 4GA**

To whom it may concern,

South Wales Police object to the granting of a new premises licence under the following licensing objectives , namely those of;

The prevention of Crime and Disorder.  
Public Safety.  
Protection of Children from Harm.

I have caused enquiries to be made into this application. The proposed premises was formerly known as the Dr Who Experience building and this is located at Discovery Quay in Cardiff Bay. The building itself is owned by the local authority and is currently unoccupied. The application is made by Mr Huw Aled Jones, who is the Head of Technical Operations, Eisteddfod Genedlaethol Cymru. The application requests the issuing of a time limited licence in respect of the above premises. This licence will commence on Wednesday 8th August 2018 and will end on Sunday 12th August 2018.

The applicant has requested the following licensable activities;

The provision of regulated entertainment in the form of films (indoors only), live music (indoors only), recorded music (indoors only).

**Wednesday to Saturday: 21:00 to 02:00**

**The provision of late night refreshment ( outdoors only ): Wednesday to Saturday: 23:00 to 03:00**  
**The supply of alcohol for consumption on premises only:**  
**Wednesday to Saturday: 21:00 to 01:30**

**CONDITIONS OFFERED BY THE APPLICANT.**

**Non specific.**

**Operating schedule provided.**

**16+ID has to be provided before entry. See operating schedule.**

**18+ID to be provided for alcohol purchase.**

**Challenge 25 at the bar.**

**SIA security and CCTV**

**First aid and welfare provision. See operating schedule.**

**Catering concession.**

**Phone number provided for public nuisance issues.**

**Vigilance re; drug taking and sales. See operating schedule**

**Vulnerable persons policy available.**

**Prevention of Crime and Disorder**

**Streamline Leisure will provide SIA stewards and CCTV on all main entries /exits and bar areas.**

**Bag searches-before entry.**

**No alcohol allowed to be carried in.**

**No sales to drunk or intoxicated customers**

**Capacity count**

**Drugs safe. See operating schedule.**

**Public Safety**

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**Site is adjacent to Harbour. Harbour wall has high level chain link fencing**

**Lighting- Exterior: Street lighting will be boosted as required. Interior – emergency lighting in case of mains failure.**

**Certifications-Owners { CCC} to provide proof of recent checks to fire detection system, water system, gas installation, electrical installation.**

**Log book to enter incidents**

**Drink served in plastic glasses.**

**Prevention of Public Nuisance**

**Phone number provided to contact site management**

**Campers to travel by shuttle bus after the event back to campsite.**

**PA system to be set up facing east i.e towards the solid part of the building.**

**Directional Bass speakers**

**Mailshot and meetings to be arranged with residents and businesses.**

**Cleaning contractor on site.**

**Protection of Children from Harm**

**It's crucial to us that 16+ { and their parents} know that they are in a safe environment and therefore have a good time.**

**Detailed advice on the Maes B website regarding personal safety and security of property.**

**I now make the following representations on behalf of South Wales Police and therefore request that the Licensing Committee hear these representations when determining the grant of this application.**

**POLICE REPRESENTATIONS.**

**Whilst the Police acknowledge the above conditions offered by the applicant, it is felt that these are insufficient to uphold and promote the licensing objectives and the Police now make the following representations, made to support the following licensing objectives;**

**Prevention of Crime and Disorder;**

**1.**

**The DPS will be on the premise at all times licensable activity takes place.**

**The Maes B event is open to persons aged from 16yrs who will mix with persons aged 18 and above. As such the Police feel it appropriate that the Designated premises Supervisor is on the**

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premises at all times licensable activity takes place to ensure compliance with the premises licence conditions and safeguarding issues are addressed.

2.

A CCTV system shall be installed to a standard as approved by South Wales Police and maintained and operated at all times the premises are open to the public. The system will cover all internal areas of the premises where the public have access {excluding toilets} including all entrances and exits and any external areas associated with the premises. The images shall be kept for a minimum of 30 days and shall be produced to a Police employee in a readily playable format immediately upon request when the premises are open and at all other times as soon as reasonably practicable. There will be sufficient trained staff to facilitate the above.

Whilst the Police acknowledge the above condition offered by the applicant, the proposed condition sets out exactly what is required of such a condition to the avoidance of doubt.

3.

An incident book shall be kept at the premises and maintained on site for a period of twelve months. It shall be made available on request to an authorised officer of the local authority or a member of police staff, which will record the following:

All crimes reported to the venue

Any complaints received (of a Criminal or Licensing nature)

Any incidents of disorder

Any refusal of the sale of alcohol

Any visit by a representative of a relevant authority or a member of the emergency services.

Any failures of the CCTV system.

The above condition will allow the accurate documenting of incidents likely to arise at the premises.

4.

All drinks will be dispensed in 'non glass' vessels.

This condition is requested to prevent the use of glass vessels, in the form of either bottles or glasses being used to inflict injury on others, or accidental injury being caused. This condition also supports Public Safety.

5.

All patrons aged 18yrs or over will be readily identifiable by way of a neon wristband worn at all times when licensable activity is being conducted. The colour of these wristbands will be changed on a daily basis with no two nights using the same colour wristbands.

This condition is requested to Protect Children from Harm at an event where persons aged between 16-18 are present.

6.

All sales of alcohol will be conducted from static bars.

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This condition supports Public safety by requiring patrons to visit static bars at their own volition where they will be seen by door staff and their sobriety monitored as opposed to being visited by mobile drink sellers. Better monitoring of intoxication levels will reduce the likelihood of persons becoming involved in incidents, thereby preventing crime and disorder at the premises.

7.

The will be a minimum of 24 SIA Registered door supervisors at the premises from premises open until premises close.

Due to the age of the patrons the Police request a heavy SIA presence from the outset to ensure compliance with conditions relating to the queuing of patrons prior to entry, recovery of glass from patrons prior to entry, and in order to ensure sufficient resources are on premises at all times.

Without accredited doorstaff, reliance is placed upon Bar staff and management to interact with these persons and require them to leave if necessary. This condition will promote both the Prevention of Crime and disorder and that of Public Safety;

8.

Queues of patrons waiting to enter the premises shall be supervised by SIA registered Door Supervisors, in such a way that they do not cause any inconvenience to neighbouring premises or members of public. High visibility vests, tabards or jackets shall be worn by Door Supervisors when employed in this function.

This condition will promote both the Prevention of Crime and disorder and that of Public Safety by allowing the monitoring of patrons prior to entry and the confiscation of any glass vessels from these persons.

9.

Suitable Bins will be provided for any glass drinks containers confiscated from patrons, prior to entry to the event.

This condition will promote both the Prevention of Crime and disorder and that of Public Safety by ensuring that glass vessels are not taken into the venue, glass vessels are not discarded in the area of the premises and consequently used to either inflict injury in the course of an assault or accidental injury being caused to patrons falling or stepping on glass.

10.

Door supervisors shall each be equipped with a two-way radio, to facilitate communication between themselves and premises management.

This condition will promote both the Prevention of Crime and disorder and that of Public Safety by ensuring that Security staff are able to respond to incidents in a timely and appropriate manner.

11.

The DPS will ensure that an adequate system for measuring the number of patrons in the premise is used by Door Supervisors - such as clicker devices. Numbers of patrons on the premises will be recorded each half-hour.

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Overcrowding of the premises can lead to Crime and disorder and has an obvious adverse effect on Public safety therefore the Police request provision is in place for the monitoring of numbers of patrons at any one time.

12.

Body worn cameras shall be utilised by door supervisors at the premises on a ratio of one body worn camera to every three SIA registered door supervisors. The device(s) used shall be capable of recording video images and sound. Images from the body worn cameras shall be stored for a minimum of 31 days and shall be produced to a police employee, or other responsible authority representative, in a readily playable format, immediately upon request when the premise is 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 condition.

This condition is requested to assist in the Prevention of Crime and Disorder in that the intervention of SIA staff in possession of Body worn cameras can de-escalate incidents when involved persons are informed their actions are being recorded in this manner. Should this not resolve matters then they provide best evidence in relation to capturing the behaviour of individuals.

13.

The Designated Premises Supervisor shall maintain a duty register of all persons engaged as door and security staff. This register must include the name and SIA registration number of the person employed, time and date of duty commenced/finished with a signed acknowledgement by that person. The register must include the company employed or through whom the services of that person are engaged. The register shall be kept so that it can be readily inspected by a police employee or an authorised officer of the council.

14.

Alco blow devices will be utilised at the premises.

The use of Breathyliser devices at the premises will promote Public Safety by identifying those patrons who have consumed an excessive amount of alcohol prior to entry. Patrons identified as such can be offered support at the on-premises welfare facility.

15.

30 minutes before the premises close to the public and for an additional period of at least 30 minutes after the last patron leaves, the premises will provide at least 2 SIA registered door supervisors in high visibility tabards or jackets outside the venue to assist in the safe dispersal of patrons as they leave the premises. These door supervisors will wear body worn cameras at all times whilst outside the premises. As the numbers of patrons reduces within the premises additional SIA registered door supervisors will be employed in this capacity.

This condition is requested to promote the Prevention of Crime and Disorder, that of maintaining Public Safety, Protecting Children from Harm and preventing Public Nuisance. Early intervention in disorder by SIA staff carrying out this role will prevent crime and disorder. Patrons will be directed from the area to suitable transport and those who remain will have a security presence in the area who will be expected to address any rowdy behaviour. As stated patrons will include persons aged between 16-18 and given the lateness of the event could be viewed as being vulnerable due to their age.

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**16.**

**A search policy shall be in place and will include procedures for the confiscation of prohibited articles such as controlled drugs and weapons. A metal detecting device will be used to assist in searching. Searches will be conducted at the discretion of Door Supervisors.**

**This condition will promote the Prevention of Crime and Disorder, Public safety and Protect Children from harm by addressing the need to keep prohibited items such as drugs and bladed weapons out of the venue.**

**17.**

**The premises will adopt the drug safe scheme. A lockable Drugs safe will be installed at the premises and accessible only to a Police officer or member of Police staff. Any drugs seized at the premises will be recorded in the premises incident book. This entry will record the date and time of the seizure, the details of the person seizing the items, a description of the items and the circumstances of the seizure. Where it is suspected that a person is supplying drugs then Police will be contacted at the time.**

**This condition supports the above Condition 16.**

**18.**

**Suitably medically trained staff will be on the premises whenever said premise is open to the public. A dedicated area shall be provided for the purpose of providing care to patrons who are in need of assistance through injury or intoxication, or awaiting collection. In cases where patrons refuse all offer of assistance, all steps taken by staff at the premise shall be recorded, to evidence what efforts were made to ensure the safety of the individual concerned.**

**This condition promotes Public safety and the Protection of Children by providing a welfare area within the event staffed by medically trained personal.**

**19.**

**Toilet checks will be conducted twice each hour, at irregular intervals, to deter patrons from illegal activity. A register of toilet checks will be kept by the DPS for a minimum of 31 days and made available to the police or other responsible authority representative on request.**

**This condition supports Conditions 16 and 17.**

**20.**

**There shall be no admission or re-admission to the premises later than 00:00 hrs on any date.**

**This condition will reduce demand on SIA door supervisors at what will be a peak time at the event and as such will promote the Prevention of Crime and Disorder and that of Public Safety.**

**21.**

**A minimum of six stewards will be employed as 'intox marshalls. It will be the responsibility of these members of staff to monitor the levels of intoxication of all patrons and to ensure that no**

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persons under the age of 18yrs are in possession of alcoholic beverages. These intox marshalls will be readily identifiable by way of hi vis tabards or jackets.

This condition is requested to Protect Children from Harm at an event where persons aged between 16-18 are present.

However, should the applicant confirm they are in agreement with the above representations made to promote and uphold the licensing objectives, then please accept that the Police will automatically withdraw their request for a hearing before the Licensing Committee.

Yours faithfully,



J. Jones.

Chief Inspector.

**COPY TO:**

**Claire HARTREY**  
**Operations Manager,**  
**Licensing and Strategic Services.**  
**Cardiff City Council.**  
**City Hall,**  
**Cardiff.**  
**CF10 3ND**

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**Barker, Kirstie**

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**From:** Mapp, Gwyn <gmapp@valeofglamorgan.gov.uk>  
**Sent:** 09 July 2018 15:45  
**To:** Licensing (Licensing Regulatory) / Trwyddedu (Rheoleiddio Trwyddedu)  
**Subject:** FW: Licensing Act 2003: New Premises: Former Dr Who Experience Building, Discovery Quay, Cardiff Bay, CF10 4GA.  
**Attachments:** Eisteddfod Discovery Quay Cardiff Bay CF10 4GA.doc; Eisteddfod Discovery Quay Cardiff Bay Grant DPS Consent.618.pdf; Eisteddfod Discovery Quay Cardiff Bay Grant PLAN.618.pdf; Eisteddfod Discovery Quay Cardiff Bay Grant.618.pdf

**\*\*\* 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 fgythiadau, meddyliwch cyn agor atodiadau gan anfonwyr nad ydych yn eu hadnabod. \*\*\***

Hi Folks,

I've had a look at this application and have some concerns about the music from this venue continuing until 02:00.

With this in mind, would it be OK if I could ask for the following conditions to be added to the licence please?

- 1) For indoor venues used for up to about 30 events per calendar year an MNL not exceeding the background noise by more than 5dB(A) over a fifteen minute period is recommended for events finishing no later than 23:00 hours; and
- 2) For events continuing or held between the hours 23:00 and 09:00 the music noise should not be audible within noise-sensitive premises with windows open in a typical manner for ventilation.

I hope this is OK.

Gwyn

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**From:** Griffiths, Paul (PPE)  
**Sent:** 12 June 2018 09:54  
**To:** Old Email Addresses - 2015b; Bond, Graham; CH - Child Protection Unit \ Uned Amddiffyn Plant; Old Email Addresses - 2015b; DC Consultations / Ymgynghoriadau DC; Fire Service; Food Safety Team / Tîm Diogelwch Bwyd; Health & Safety Enforcement Section / Is-adran Gorfodaeth Iechyd a Diogelwch; Hotchkiss, Jackie; Kelly, Cerys; NA Plan / NA Cynllunio; NHS Health Board; Planning Assistants / Cynorthwyr Cynllunio; Police Licensing Mailbox; Public Health; Old Email Addresses - 2018a; Sian Pollution  
**Cc:** Barker, Kirstie; Agostini-Green, Ilaria; Brown, Andrew (SRS TUPE); Cook, Daniel; Curry, Peter; Griffiths, Emily (Regulatory); Houghton, Tim; Like, Ruth; Morgan, Rhys  
**Subject:** Licensing Act 2003: New Premises: Former Dr Who Experience Building, Discovery Quay, Cardiff Bay, CF10 4GA.

Hello,

I am writing to advise you that an application for a Premises Licence under the Licensing Act 2003 was received by this office on 11<sup>th</sup> June 2018 in respect of the above premises.

## Barker, Kirstie

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**From:** §  
**Sent:** 08 July 2018 19:51  
**To:** Licensing (Licensing Regulatory) / Trwyddedu (Rheoleiddio Trwyddedu)  
**Subject:** Ref 024533 (CF10 4GA)

08.07.2018

Dear Sir/Madam,

I object to the above licence application for the former Dr Who Experience building at Discovery Quay.

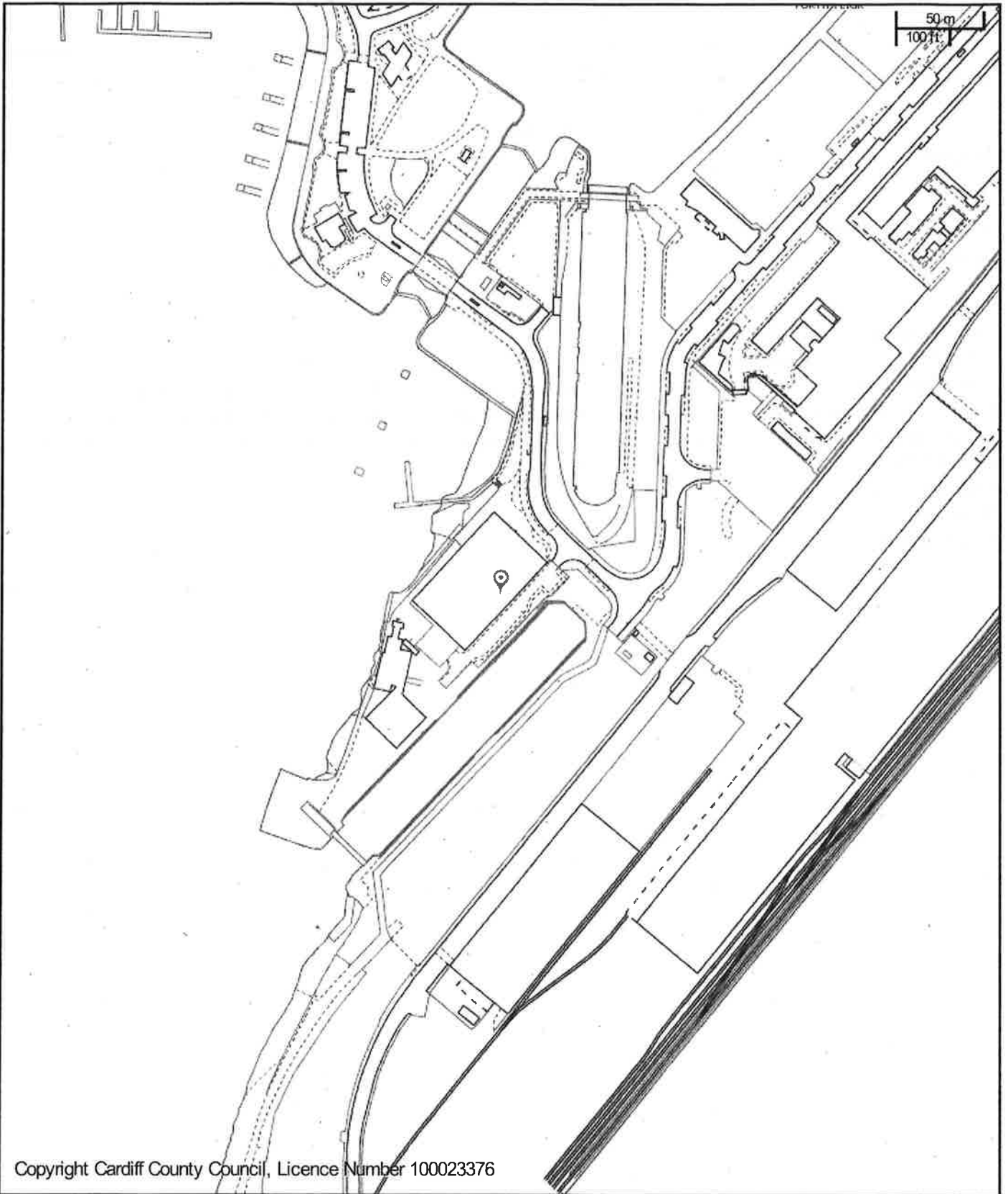
I am particularly concerned about the possible noise levels until 02.00/03.00 am, Wednesday-Saturday.

Noise levels at a recent event (The Lady Boys of Bangkok) in Roald Dahl Plass were deemed unacceptable.(Ref 610187) When you consider the above application, I do hope you will also consider the possible impact on residents in Cardiff Bay.

Yours sincerely,

Kirstie Barker

Anfonwyd o'm iPhone.



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

**City of Cardiff Council**  
**Cyngor Dinas Caerdydd**



**Title**

Scale: 1:3000

Date: 12/7/2018 at 11:21 AM

Coordinates

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Ordnance Survey 100023376 (2014).

**CARDIFF COUNCIL  
CYNGOR CAERDYDD**

**Agenda Item CO.**

**LICENSING SUB-COMMITTEE: 27<sup>th</sup> July 2018**

**Report of the Head of Regulatory Services**

**Application for Premises Licence - Grant**

**Application No: 024534**

**Name of Premises: Ty Gwerin & Bar Syched (Eisteddfod)**

**Ward: Butetown**

**1. Application**

1.1 An application for a Premises Licence - Grant, has been received from Eisteddfod Genedlaethol Cymru in respect of Ty Gwerin & Bar Syched, Waterfront Park / Britannia Park, Cardiff Bay, Cardiff. The application is for a time limited Premises Licence to cover the dates 3<sup>rd</sup> -11<sup>th</sup> August 2018 in respect of the Eisteddfod 2018.

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 the premises.
2. The provision of regulated entertainment in the form of live music, recorded music, performance of dance (indoors).

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

“Park and gravel area near Waterguard pub and Lock Keepers cottage.

Ty Gwerin - 20m yurt structure to house folk music performances, folk dancing, poetry competitions etc,

Bar Syched - 18m x 9m structure. Real Ale and cider bar

(3) The opening hours are proposed as follows:

Sunday to Tuesday: 09:00 to 00:00  
Wednesday to Saturday: 09:00 to 00:30

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

1. The supply of alcohol for consumption on the premises:

Sunday to Tuesday: 11:00 to 23:00

Wednesday to Saturday: 11:00 to 00:00

2. The provision of regulated entertainment in the form of live music, recorded music and performance of dance (indoors):

Monday to Sunday: 09:00 to 22:30

**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.

**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**

**13 July 2018**

Continued from previous page...

SUNDAY

Start

End

Start

End

State any seasonal variations

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

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

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

### Section 18 of 21

#### LICENSING OBJECTIVES

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

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

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

- Operating schedule provided
- 18+ ID to be provided for alcohol purchase
- Challenge 25 at the bar
- SIA security and CCTV
- First Aid and welfare provision at WMC
- Phone number provided for public nuisance issues
- General vigilance re: drug taking and sales.

b) The prevention of crime and disorder

Streamline Leisure will provide SIA stewards and CCTV.

- No alcohol to be brought in
- No sales to drunk or intoxicated customers

c) Public safety

- Site is adjacent to harbour. Harbour wall has level chain link fencing.
- Lighting - Exterior: street lighting will be boosted as required. Interior - emergency lighting in case of mains failure



*Continued from previous page...*

- Log book to enter incidents
- Contractors to supply hand over certificates for structures

d) The prevention of public nuisance

- Phone number provided to contact site management
- Crowd managed at the end of the night and directed towards bus stops
- Site regularly litter picked and cleaned

e) The protection of children from harm

- Eisteddfod have a child protection policy
- Stewards vigilant regarding lost children

**Section 19 of 21**

**NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK**

## **Barker, Kirstie**

---

**From:** Rob.Gunstone@south-wales.pnn.police.uk  
**Sent:** 09 July 2018 16:03  
**To:** Licensing (Licensing Regulatory) / Trwyddedu (Rheoleiddio Trwyddedu);  
Huw@eisteddfod.org.uk  
**Subject:** New Premises Licence application- Waterfront Park  
**Attachments:** 20180709160406066.pdf; Headed Paper waterfront park.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 fygythiadau, meddylwch cyn agor atodiadau gan anfonwyr nad ydych yn eu hadnabod. \*\*\*

To whom it may concern,

Please find attached police representations made in respect of the above application.

At this time the Police make an objection to the granting of the premises licence but please be advised that should the applicant confirm their agreement with the proposed conditions, then said objection will be withdrawn.

Rob Gunstone

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: 34504 | Mobile: 07584 004 356

-----Original Message-----

From: swpprn1125@south-wales.pnn.police.uk [mailto:swpprn1125@south-wales.pnn.police.uk]

Sent: 09 July 2018 15:04

To: Gunstone, Robert swp3487 <Rob.Gunstone@south-wales.pnn.police.uk>

Subject: Message from "SWPPRN1125"

This E-mail was sent from "SWPPRN1125" (MP C5504ex).

Scan Date: 07.09.2018 16:04:06 (+0200)

Queries to: swpprn1125@south-wales.pnn.police.uk

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.

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.

---

Unauthorised use or disclosure of this email may be unlawful.

View our confidentiality statement at <https://www.south-wales.police.uk/en/email-confidentiality-statement/>

Gallai defnyddio neu ddatgelu'r neges e-bost hon heb awdurdod fod yn anghyfreithlon.

Gallwch weld ein datganiad cyfrinachedd yn: <https://www.south-wales.police.uk/cy/datganiad-cyfrinachedd-e-bost/>



Police Licensing Department .  
Cardiff Bay Police station.  
James Street,  
Cardiff.  
CF10 5EW.

9th July 2018

Eisteddfod Genedlaethol Cymru.  
Waterfront Park  
Cardiff.

**APPLICATION FOR A NEW PREMISES LICENCE.LICENSING ACT 2003.  
EISTEDDFOD GENEDDLAETHOL CYMRU- WATERFRONT PARK.  
{AREA OF LAND NEAR TO WATERGUARD PUB & LOCK KEEPERS COTTAGE}  
CARDIFF BAY, CARDIFF CF10 4GA**

To whom it may concern,

South Wales Police object to the granting of a new premises licence under the following licensing objectives , namely those of;

The prevention of Crime and Disorder.  
Public Safety.  
Protection of Children from Harm.

I have caused enquiries to be made into this application. The proposed premises is an area of open land known as the Waterfront Park. This site is adjacent to the former Roath Basin at Cardiff Docks and site between the main Eisteddfod site at Raold Dahl Plas and the Maes B site at Discovery Quay. was formerly known as the Dr Who Experience building and this is located at Discovery Quay in Cardiff Bay. The application is made by Mr Huw Aled Jones, who is the Head of Technical Operations, Eisteddfod Genedlaethol Cymru. The application requests the issuing of a time limited licence in respect of the above land which will house Bar Syched and Ty Gwerin, two individual premises.Bar Syched will be a 18m x 9m temporary structure housing a real ale and cider bar and Ty Gwerin, a 20m 'yurt' structure which will house folk music performances and various dance and poetry competitions. This licence will commence on Friday 3rd August 2018 and will end on Saturday 11th August 2018.

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**The applicant has requested the following licensable activities;**

**The provision of regulated entertainment in the form of live music (indoors only), recorded music (indoors only) Dance { Indoors and Outdoors}.**

**Monday to Saturday: 09:00 to 22:30**

**The supply of alcohol for consumption on premises only:**

**Sunday to Tuesday: 11:00 to 23:00**

**Wednesday to Saturday: 11:00 to 00:00**

**CONDITIONS OFFERED BY THE APPLICANT.**

**Non specific.**

**Operating schedule provided.**

**18+ID to be provided for alcohol purchase.**

**Challenge 25 at the bar.**

**SIA security and CCTV**

**First aid and welfare provision at Welsh Millennium Centre.**

**Phone number provided for public nuisance issues.**

**General Vigilance re; drug taking and sales.**

**Streamline Leisure will provide SIA stewards and CCTV**

**No alcohol to be brought in.**

**No sales to drunk or intoxicated customers**

**Site is adjacent to Harbour. Harbour wall has level chain link fencing**

**Lighting- Exterior: Street lighting will be boosted as required. Interior – emergency lighting in case of mains failure.**

**Log book to enter incidents**

**Contractors to supply hand over certificates for structures.**

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**Phone number provided to contact site management.**

**Crowd managed at the end of the night and directed towards bus stops.**

**Site regularly litter picked and cleaned.**

**Eisteddfod have a child protection policy.**

**Stewards vigilant regarding lost children.**

**POLICE REPRESENTATIONS.**

**Whilst the Police acknowledge the above conditions offered by the applicant, it is felt that these are insufficient to uphold and promote the licensing objectives and the Police now make the following representations, made to support the following licensing objectives;**

**Prevention of Crime and Disorder;**

**1.**

**The DPS or a nominated personal licence holder will be on the premise at all times licensable activity takes place.**

**The Police feel it appropriate that such a condition is in place to ensure compliance with the premises licence conditions and safeguarding issues within the licensable area are addressed.**

**2.**

**A CCTV system shall be installed to a standard as approved by South Wales Police and maintained and operated at all times the premises are open to the public. The system will cover all internal areas of the premises where the public have access {excluding toilets} including all entrances and exits and any external areas associated with the premises. The images shall be kept for a minimum of 30 days and shall be produced to a Police employee in a readily playable format immediately upon request when the premises are open and at all other times as soon as reasonably practicable. There will be sufficient trained staff to facilitate the above.**

**Whilst the Police acknowledge the above condition offered by the applicant, the proposed condition sets out exactly what is required of such a condition to the avoidance of doubt. The use of CCTV at a licensed premises will promote the licensing objectives, namely the Prevention of Crime and Disorder and that of Public Safety.**

**3.**

**An incident book shall be kept at the premises and maintained on site for a period of twelve months. It shall be made available on request to an authorised officer of the local authority or a member of police staff, which will record the following:**

**All crimes reported to the venue**

**Any complaints received (of a Criminal or Licensing nature)**

**Any incidents of disorder**

**Any refusal of the sale of alcohol**

**Any visit by a representative of a relevant authority or a member of the emergency services.**

**Any failures of the CCTV system.**

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The above condition will allow the accurate documenting of incidents likely to arise at the premises.

4. The sale of alcoholic drinks will be confined to static bar areas located within the indicated licensable area. Entry/exit to/from these areas will be controlled by SIA registered door supervisors who will utilise clicker devices to monitor capacity within these areas.

This condition supports Public Safety by requiring patrons to visit static bars at their own volition where they will be seen by bar staff and their sobriety monitored as opposed to being visited by mobile drink sellers. Better monitoring of intoxication levels will reduce the likelihood of persons becoming involved in incidents, thereby reducing the likelihood of there being Crime and Disorder at the premises.

5. All drinks will be dispensed in 'non glass' vessels.

This condition is requested to prevent Crime and Disorder at the premises by preventing the use of glass vessels, in the form of either bottles or glasses to inflict injury on others, or accidental injury being caused. This condition also supports Public Safety.

6.

There will be a minimum of five SIA registered door supervisors on the premises from opening to close. Hi visibility tabards will be worn by these door supervisors when employed in this function.

This condition promotes the prevention of Crime and Disorder and Public Safety through the presence of readily identifiable security personal at the premises.

Without accredited doorstaff, reliance is placed upon Bar staff and management to interact with these persons and require them to leave if necessary. This condition will promote both the Prevention of Crime and disorder and that of Public Safety;

7. Door supervisors shall each be equipped with a two-way radio, to facilitate communication between themselves and premises management.

This condition will promote both the Prevention of Crime and disorder and that of Public Safety by ensuring that Security staff are able to respond to incidents in a timely and appropriate manner.

8. A minimum of two Body worn cameras shall be utilised by door supervisors at the premises.

The device(s) used shall be capable of recording video images and sound. Images from the body worn cameras shall be stored for a minimum of 31 days and shall be produced to a police employee, or other responsible authority representative, in a readily playable format, immediately upon request when the premise is 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 condition.

This condition is requested to assist in the Prevention of Crime and Disorder in that the intervention of SIA staff in possession of Body worn cameras can de-escalate incidents when

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involved persons are informed their actions are being recorded in this manner. Should this not resolve matters then they provide best evidence in relation to capturing the behaviour of individuals.

**9. The Designated Premises Supervisor shall maintain a duty register of all persons engaged as door and security staff. This register must include the name and SIA registration number of the person employed, time and date of duty commenced/finished with a signed acknowledgement by that person. The register must include the company employed or through whom the services of that person are engaged. The register shall be kept so that it can be readily inspected by a police employee or an authorised officer of the council.**

**This condition is in support of Condition 6.**

**10.**

**30 minutes before the premises close to the public and for an additional period of at least 30 minutes after the last patron leaves, the premises will provide at least 2 SIA registered door supervisors in high visibility tabards or jackets outside the venue to assist in the safe dispersal of patrons as they leave the premises. These door supervisors will wear body worn cameras at all times whilst outside the premises. As the numbers of patrons reduces within the premises additional SIA registered door supervisors will be employed in this capacity.**

**This condition is requested to promote the Prevention of Crime and Disorder, that of maintaining Public Safety, Protecting Children from Harm and preventing Public Nuisance. Early intervention in disorder by SIA staff carrying out this role will prevent crime and disorder. Patrons will be directed from the area to suitable transport and those who remain will have a security presence in the area who will be expected to address any rowdy behaviour. As stated patrons will include persons aged between 16-18 and given the lateness of the event could be viewed as being vulnerable due to their age.**

**11. A search policy shall be in place and will include procedures for the confiscation of prohibited articles such as controlled drugs and weapons. Searches will be conducted at the discretion of Door Supervisors.**

**This condition will promote the Prevention of Crime and Disorder, Public safety and Protect Children from harm by addressing the need to keep prohibited items such as drugs and bladed weapons out of the venue.**

**12.**

**The premises will adopt the drug safe scheme. A lockable Drugs safe will be installed at the premises and accessible only to a Police officer or member of Police staff. Any drugs seized at the premises will be recorded in the premises incident book. This entry will record the date and time of the seizure, the details of the person seizing the items, a description of the items and the circumstances of the seizure. Where it is suspected that a person is supplying drugs then Police will be contacted at the time.**

**This condition supports the above Condition 11.**

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13.

Suitably medically trained staff will be on the premises whenever said premise is open to the public. A dedicated area shall be provided for the purpose of providing care to patrons who are in need of assistance through injury or intoxication, or awaiting collection. In cases where patrons refuse all offer of assistance, all steps taken by staff at the premise shall be recorded, to evidence what efforts were made to ensure the safety of the individual concerned.

This condition promotes Public safety and the Protection of Children by providing a welfare area within the event staffed by medically trained personal.

However, should the applicant confirm they are in agreement with the above representations made to promote and uphold the licensing objectives, then please accept that the Police will automatically withdraw their request for a hearing before the Licensing Committee.

Yours faithfully,

  
J. Jones. NCE 1337  
PP Red NICES  
Chief Inspector.

**COPY TO:**

**Claire HARTREY  
Operations Manager,  
Licensing and Strategic Services.  
Cardiff City Council.  
City Hall,  
Cardiff.  
CF10 3ND**

