

* required information

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

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

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

Are you an agent acting on behalf of the applicant?

Yes No

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

Applicant Details

* First name

* Family name

* E-mail

Main telephone number

Include country code.

Other telephone number

Indicate here if the applicant would prefer not to be contacted by telephone

Is the applicant:

Applying as a business or organisation, including as a sole trader

Applying as an individual

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

Applicant Business

Is the applicant's business registered in the UK with Companies House? Yes No

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

Registration number

Business name

If the applicant's business is registered, use its registered name.

VAT number

Put "none" if the applicant is not registered for VAT.

Legal status

Continued from previous page...

Applicant's position in the business

Home country

The country where the applicant's headquarters are.

Registered Address

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Agent Details

* First name

* Family name

* E-mail

Main telephone number

Include country code.

Other telephone number

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

Are you:

An agent that is a business or organisation, including a sole trader

A sole trader is a business owned by one person without any special legal structure.

A private individual acting as an agent

Agent Business

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

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

Is your business registered outside the UK? Yes No

Business name

If your business is registered, use its registered name.

VAT number

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

Legal status

Continued from previous page...

Your position in the business

Home country

The country where the headquarters of your business is located.

Agent Business Address

If you have one, this should be your official address - that is an address required of you by law for receiving communications.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

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APPLICATION DETAILS

This application cannot be used to vary the licence so as to extend the period for which the licence has effect or to vary substantially the premises to which it relates. If you wish to make that type of change to the premises licence, you should make a new premises licence application under section 17 of the Licensing Act 2003.

I/we, as named in section 1, being the premises licence holder, apply to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described in section 2 below.

* Premises Licence Number

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

Address OS map reference Description

Postal Address Of Premises

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Premises Contact Details

Telephone number

Continued from previous page...

Non-domestic rateable
value of premises (£)

18,500

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VARIATION

Do you want the proposed
variation to have effect as
soon as possible? Yes No

Do you want the proposed variation to have effect in relation to the
introduction of the late night levy?

Yes No

You do not have to pay a fee if the only
purpose of the variation for which you are
applying is to avoid becoming liable to the
late night levy.

If your proposed variation
would mean that 5,000 or
more people are expected to
attend the premises at any
one time, state the number
expected to attend

Describe Briefly The Nature Of The Proposed Variation

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.

THE VARIATION SOUGHT IS TO TAKE ACCOUNT OF A CHANGE IN BRAND AND OWNERSHIP OF THE BUSINESS. THE BUILDING AS YOU WILL SEE FROM THE ATTACHED PLAN IS TO NOW INCLUDE THE CREATION OF A LARGE OFFICE SPACE WHICH WILL REDUCE THE CAPACITY OF THE RESTAURANT AREA (THESE CHANGES ARE SHOWN ON THE PLAN ATTACHED TO THIS APPLICATION). A NEW OPERATING SCHEDULE HAS BEEN PROVIDED WHICH WOULD WOULD LIKE TO REPLACE WITH THAT OF THE EXISTING CONDITIONS. WE FEEL THAT DUE TO THE NATURE OF THE NEW BUSINESS THIS OPERATING SCHEDULE IS MORE UP TO DATE AND FURTHER PROMOTES THE LICENSING OBJECTIVES.

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PROVISION OF PLAYS

See guidance on regulated entertainment

Will the schedule to provide plays be subject to change if this application to
vary is successful?

Yes No

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PROVISION OF FILMS

See guidance on regulated entertainment

Will the schedule to provide films be subject to change if this application to
vary is successful?

Yes No

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Continued from previous page...

PROVISION OF INDOOR SPORTING EVENTS

See guidance on regulated entertainment

Will the schedule to provide indoor sporting events be subject to change if this application to vary is successful?

- Yes No

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PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

See guidance on regulated entertainment

Will the schedule to provide boxing or wrestling entertainments be subject to change if this application to vary is successful?

- Yes No

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PROVISION OF LIVE MUSIC

See guidance on regulated entertainment

Will the schedule to provide live music be subject to change if this application to vary is successful?

- Yes No

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PROVISION OF RECORDED MUSIC

See guidance on regulated entertainment

Will the schedule to provide recorded music be subject to change if this application to vary is successful?

- Yes No

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PROVISION OF PERFORMANCES OF DANCE

See guidance on regulated entertainment

Will the schedule to provide performances of dance be subject to change if this application to vary is successful?

- Yes No

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

See guidance on regulated entertainment

Will the schedule to provide anything similar to live music, recorded music or performances of dance be subject to change if this application to vary is successful?

- Yes No

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PROVISION OF LATE NIGHT REFRESHMENT

Will the schedule to provide late night refreshment be subject to change if this application to vary is successful?

Yes No

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SUPPLY OF ALCOHOL

Will the schedule to supply alcohol be subject to change if this application to vary is successful?

Yes No

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ADULT ENTERTAINMENT

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

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

N/A

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HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start

End

Start

End

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

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

Continued from previous page...

FRIDAY

Start 10:00

End 00:30

Start

End

SATURDAY

Start 10:00

End 00:30

Start

End

SUNDAY

Start 12:00

End 00:00

Start

End

State any seasonal variations.

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

AS CURRENTLY LICENSED

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

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

AS CURRENTLY LICENSED

Identify those conditions currently imposed on the licence which you believe could be removed as a consequence of the proposed variation you are seeking.

DUE TO THE NATURE OF THE CHANGE OF THE PREMISES AND ALSO AFTER A THOROUGH REVIEW OF THE EXISTING LICENCE WITH ASPIRE LICENSING AND THE APPLICANT WE FEEL THAT A NEW UP TO DATE OPERATING SCHEDULE IS REQUIRED. WE ARE THEREFORE REPLACING THE CONDITIONS CURRENTLY IMPOSED ON THE EXISTING LICENCE WITH A NEW FRESH OPERATING SCHEDULE WHICH IS ATTACHED WITHIN THIS APPLICATION. WE BELIEVE THE NEW OPERATING SCHEDULE FURTHER PROMOTES THE LICENSING OBJECTIVES.

- I have enclosed the premises licence
- I have enclosed the relevant part of the premises licence

Reasons why I have failed to enclose the premises licence or relevant part of premises licence.

THE PREMISES LICENCE HAS BEEN REQUESTED FROM THE LICENSING AUTHORITY AND ALTHOUGH THIS HAS BEEN PROVIDED VIA EMAIL WE HAVE HAD AS YET RECEIVED THE ORIGINAL REPLACEMENT LICENCE. WE ARE DEALING WITH A LOT OF APPLICATIONS FOR THIS PREMISES SO MAY WISH TO HOLD OFF ON ANY ISSUING OF LICENCES UNTIL SUCH TIME AS ALL APPLICATIONS ARE FINALISED.

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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.

* The premises shall operate as a high-end bar and restaurant and there shall be no change to the brand or operating style without prior written notice to the Licensing Authority and Northumbria Police, which shall include details of the brand or operating style of the premises. The Licensing Authority shall advise within 21 days whether a formal application for variation or a new application is required and the licence holder shall comply with that direction.

* Alcohol shall not be sold or supplied unless suitable other beverages other than alcohol (including drinking water) are equally available for consumption.

* Waiter and waitress service will be provided for all orders of food and drinks.

* A substantial food offering will be available at all times that the premises are trading. There will be no reduction in the menu and the menu will remain the same throughout trading.

* A record shall be kept detailing, the name of the person left in charge of the premises and at times and dates when the authority to cover the function of the designated premises supervisor exists. The record must be produced and made available at the time of the visit for inspection upon request by any responsible authority.

* The operator shall ensure that at all times when the premises are open for any licensable activity there are sufficient competent staff on duty at the premises for the purpose of fulfilling the terms and conditions of the licence and for preventing crime and disorder.

* All children must be accompanied by a responsible adult on the premises.

* 45% of the premises will be utilised for drinks only.

* A capacity level for drinkers only would be capped at a maximum of 50 patrons.

* Off sales of alcohol shall be restricted to orders of takeaway meals collected from the premises by customers only. No alcohol shall be sold "off" the premises unless ancillary to a takeaway meal. The premises licence holder similarly restricts the time for the sale of alcohol for consumption off the premises until 23:00 hours daily.

b) The prevention of crime and disorder

* An incident book and refusals log will be kept at the premises, which is utilised and maintained at all times. The book will be available to the Police or Local Authority on lawful request.

* A CCTV system shall be designed, installed and maintained in proper working order, to the satisfaction of, and in consultation with, Northumbria Police and the Licensing Authority. Such a system shall:

i. Be operated by properly trained staff;

ii. Be in operation at all times that the premises are open;

iii. Ensure coverage of all public entrances and exits, till areas and other areas accessible by members of the public;

iv. Ensure coverage of other areas as required by Northumbria Police and other responsible authorities;

v. A competent, trained person in the use of and operation of the CCTV will be in attendance at the premises at all times that the premises are open and be able to fully operate the CCTV system to enable a download of any information requested by the Police or authorised responsible authority officer;

vi. Cover the inside and outside of the premises;

vii. Be capable of recognition of all persons entering the premises;

viii. The CCTV system clock should be set correctly and maintained (taking account of GMT and BST);

ix. Provide continuous recording facilities for each camera to a high standard of clarity. Such recordings shall be retained on disc/hard drive or otherwise for a minimal period of 28 days and shall be supplied to an authorised officer or Police

Continued from previous page...

Officer on request. Images recorded are to be retained in an unedited format and the CCTV system must continually record whilst the premises are in use.

c) Public safety

* The premises licence holder shall ensure that all relevant members of staff receive training in their responsibilities under the Licensing Act 2003. Such training will be conducted at six monthly intervals and all training will be documented and records shall be made available upon lawful request from the Police or an authorised officer of the Licensing Authority.

* The designated premises supervisor shall ensure that there are effective management arrangements in place to enable him/her to know how many people there are in the premises at times prescribed within the management risk assessment.

* The maximum number of persons permitted on the premises at any one time shall not exceed a figure prescribed in writing by the Fire Authority in accordance with the regular fire risk assessments and which is reasonable and reflects the maximum safety capacity as prescribed by the Fire Authority guidance from time to time.

* SIA registered door staff will be employed at the discretion of the management. The management will take into account busier periods of trade that they may encounter.

* The premises licence holder will implement a dispersal policy. This shall include the provision of a nominated taxi serviced and wind down period during the last 30 minutes of trade.

* All patrons at the premises will be seated.

d) The prevention of public nuisance

* No refuse shall be deposited in any skip, bin or other container of a like nature, located in the open air outside of the premises between the hours of 22.30 and 08.00 Monday to Sunday, and any such skip, bin or other container shall not be removed from the premises between those hours.

* No deliveries shall be taken or dispatched from the premises between the hours of 22.00 and 08.00 hours on any day.

* Noise from the licensed premises including noise from patrons or amplified regulated entertainment shall not be audible beyond the boundary of the premises so as not to cause nuisance to nearby residents.

* A conspicuous sign will be placed at the exit from the premises to remind customers to be considerate of our neighbours when leaving the premises.

* At the close of business each day there will be a clear up of any litter and waste in the outside vicinity of the premises.

* The level of amplified sound shall be background in style and enable customers to talk in comfort.

* When regulated entertainment including recorded music is taking place all doors and windows will be closed except for access and egress.

e) The protection of children from harm

* A challenge 25 policy shall be adopted, implemented and maintained ensuring that all members of staff are trained to refuse supply to anyone who appears to be under the 25 and who is seeking to obtain any age-restricted product unless that person provides credible photographic proof of age evidence. Such credible evidence shall include a photograph of the customer and acceptable form of ID. Examples of acceptable ID are limited to photo card driving licence, passports, military identification or proof of age cards bearing the 'PASS' hologram. No other evidence of age and identity may be accepted.

* There shall be displayed suitably worded signage of sufficient size and clarity at the point of entry to the premises and in a suitable location at any points of display and sale advising customers that underage supplies of alcohol are illegal and that they may be asked to produce evidence of age.

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* Staff shall refuse to supply alcohol to any adult who they reasonably suspect to be passing alcohol to those underage. Details of such refusals shall be documented and made available to Police or Local Authority on lawful request.

* The premises will report any instances of youths congregating around the premises to the Police as soon as possible.

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NOTES ON REGULATED ENTERTAINMENT

In terms of specific **regulated entertainments** please note that:

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

Continued from previous page...

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

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PAYMENT DETAILS

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

Variation Fees are determined by the non-domestic rateable value of the premises.

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

Band A - No RV to £4300 £100.00

Band B - £4301 to £33000 £190.00

Band C - £33001 to £87000 £315.00

Band D - £87001 to £125000 £450.00*

Band E - £125001 and over £635.00*

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

Band D - £87001 to £125000 £900.00

Band E - £125001 and over £1,905.00

If you own a large premise you are subject to additional fees based upon the number in attendance at any one time

Capacity 5000-9999 £1,000.00

Capacity 10000 -14999 £2,000.00

Capacity 15000-19999 £4,000.00

Capacity 20000-29999 £8,000.00

Capacity 30000-39000 £16,000.00

Capacity 40000-49999 £24,000.00

Capacity 50000-59999 £32,000.00

Capacity 60000-69999 £40,000.00

Capacity 70000-79999 £48,000.00

Capacity 80000-89999 £56,000.00

Capacity 90000 and over £64,000.00

* Fee amount (£)

190.00

DECLARATION

I/WE UNDERSTAND THAT 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.

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

Continued from previous page...

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

* Full name	<input type="text" value="BEVERLEY SMITH"/>
* Capacity	<input type="text" value="LICENSING AGENT"/>
* Date	<input type="text" value="08"/> / <input type="text" value="11"/> / <input type="text" value="2022"/> dd mm yyyy

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

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

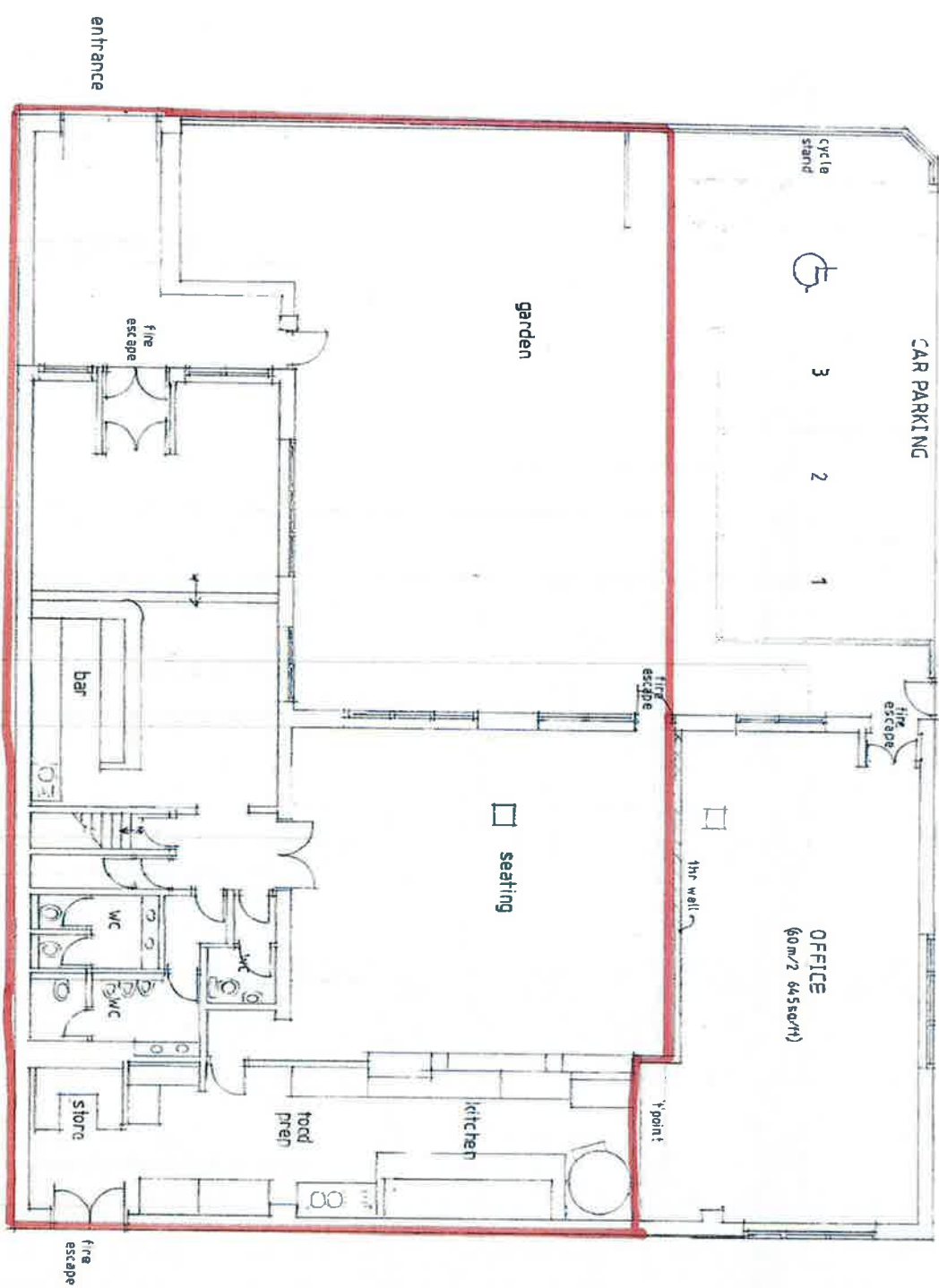
Don't forget to make sure you have all your supporting documentation to hand.

IT IS AN OFFENCE, 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.

OFFICE USE ONLY

Applicant reference number	<input type="text" value="ASPIRE"/>
Fee paid	<input type="text"/>
Payment provider reference	<input type="text"/>
ELMS Payment Reference	<input type="text"/>
Payment status	<input type="text"/>
Payment authorisation code	<input type="text"/>
Payment authorisation date	<input type="text"/>
Date and time submitted	<input type="text"/>
Approval deadline	<input type="text"/>
Error message	<input type="text"/>
Is Digitally signed	<input type="checkbox"/>

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 Next >



NOTES:
 All dimensions must be double checked on site and not
 relied upon from this drawing.

NO.	DATE	REVISION

Client
HARBOR PROPERTIES

Job No
**:68 KELLS LANE
 GATESHEAD
 NE9 5HY**

Drawing Title
**PROPOSED PLAN
 new office & parking**

Scale 1:50

Date OCT. 2024

Drawn by [Signature]

Check by [Signature]

Proj No. L [9] 02