



# Public Document Pack

## Cambridge City Council

### LICENSING SUB-COMMITTEE

**To:** Councillors Benstead, Meftah and Rosenstiel

**Date:** Monday, 13 August 2012

**Time:** 10.00 am

**Venue:** Committee Room 1 & 2 - Guildhall

**Contact:** James Goddard **Direct Dial:** 01223 457015

### AGENDA

- 1 APPOINTMENT OF A CHAIR
- 2 DECLARATIONS OF INTEREST
- 3 MEETING PROCEDURE
- 4 CONSIDERATION OF AN APPLICATION TO VARY A PREMISES LICENCE : TESCO STORES LIMITED, 29-33 HILLS ROAD, CAMBRIDGE, CB2 1NW (*Pages 1 - 38*)

# Information for the Public

**Location** The meeting is in the Guildhall on the Market Square (CB2 3QJ).

Between 9 a.m. and 5 p.m. the building is accessible via Peas Hill, Guildhall Street and the Market Square entrances.

After 5 p.m. access is via the Peas Hill entrance.

All the meeting rooms (Committee Room 1, Committee 2 and the Council Chamber) are on the first floor, and are accessible via lifts or stairs.

**Public Participation** Some meetings may have parts, which will be closed to the public, but the reasons for excluding the press and public will be given.

To speak at a Licensing hearing, you must have made a representation during the consultation period on the relevant application and registered your intention to speak with Democratic Services prior to the hearing.

The Licensing department can be contacted on 01223 457000 or [licensing@cambridge.gov.uk](mailto:licensing@cambridge.gov.uk).

For general advice about speaking at committees please contact Democratic Services on 01223 457013 or [democratic.services@cambridge.gov.uk](mailto:democratic.services@cambridge.gov.uk).

**Filming, recording and photography** The Council is committed to being open and transparent in the way it conducts its decision-making. Recording is permitted at council meetings, which are open to the public. The Council understands that some members of the public attending its meetings may not wish to be recorded. The Chair of the meeting will facilitate by ensuring that any such request not to be recorded is

respected by those doing the recording.

Full details of the City Council's protocol on audio/visual recording and photography at meetings can be accessed via:

[www.cambridge.gov.uk/democracy/ecSDDisplay.aspx?NAME=SD1057&ID=1057&RPID=33371389&sch=doc&cat=13203&path=13020%2c13203](http://www.cambridge.gov.uk/democracy/ecSDDisplay.aspx?NAME=SD1057&ID=1057&RPID=33371389&sch=doc&cat=13203&path=13020%2c13203).

**Fire Alarm** In the event of the fire alarm sounding please follow the instructions of Cambridge City Council staff.

**Facilities for disabled people** Level access to the Guildhall is via Peas Hill.

A loop system is available in Committee Room 1, Committee Room 2 and the Council Chamber.

Accessible toilets are available on the ground and first floor.

Meeting papers are available in large print and other formats on request prior to the meeting.

For further assistance please contact Democratic Services on 01223 457013 or [democratic.services@cambridge.gov.uk](mailto:democratic.services@cambridge.gov.uk).

**Queries on reports** If you have a question or query regarding a committee report please contact the officer listed at the end of relevant report or Democratic Services on 01223 457013 or [democratic.services@cambridge.gov.uk](mailto:democratic.services@cambridge.gov.uk).

**General Information** Information regarding committees, councilors and the democratic process is available at [www.cambridge.gov.uk/democracy](http://www.cambridge.gov.uk/democracy).

## Licensing Act 2003 - Licensing Sub-Committee: Hearings Procedure

### Preliminary Matters

1. **The Chair** will commence the hearing by introducing him/herself, the other two members of the Sub-Committee and the officers present.
2. **The Chair** will ask the applicant(s)/the responsible authorities/the interested parties present, and their representatives (if applicable), to introduce themselves and identify their interest in the proceedings.

### Failure of a party to attend the hearing

3. If a party has informed the licensing authority that he/she does not intend to attend or be represented at a hearing, the hearing may proceed in his/her absence.
4. If a party who has not so indicated fails to attend or be represented at a hearing, the Sub-Committee may –
  - (a) where it considers it to be necessary in the public interest, adjourn the hearing to a specified date, or
  - (b) hold the hearing in the party's absence.
5. Where the Sub-Committee holds the hearing in the absence of a party, the Sub-Committee will consider at the hearing the application, representations or notice made by that party.
6. **The Chair** will explain the procedure to be followed at the hearing and will confirm whether the Sub-Committee must reach its decision at the end of the hearing or within 5 working days of the hearing, depending on the application being heard.
7. **The Clerk to the Sub-Committee** will indicate whether any party has requested permission for any other person(s) (other than his/her representative) to appear at the hearing to assist the Sub-Committee in relation to the application, representations or notice of the party making the request. The Sub-Committee will decide whether to grant permission to allow any other person(s) to appear at the hearing on behalf of the party; such permission will not be unreasonably withheld.
8. **The Clerk to the Sub-Committee** will ask whether any party is seeking to introduce any document(s) or other information not previously disclosed to all the other parties to the hearing and the licensing authority. If all the other parties consent, the previously undisclosed document(s) or other information can be produced by a party in support of their application, representations or notice (as applicable).
9. The hearing will take the form of a discussion led by the Chair of the Sub-Committee. Cross-examination will not be permitted unless the Sub-Committee considers that cross-examination is required to consider the representations, application or notice as the case may require.
10. The Sub-Committee will consider any requests to permit cross-examination on

a case-by-case basis. When permission is given to one party, it will also normally be extended to all other parties.

11. The Sub-Committee will decide the equal maximum period of time that each party will have to present their case.

## **The Hearing**

12. *The Licensing Officer will present the report to the Sub-Committee.*

13. Members may ask any relevant questions of the Licensing Officer.

14. *The applicant, or the party who has initiated the hearing, will present their case first.*

15. The party shall be entitled to:

(a) give further information in support of their application, representations or notice (as applicable) in response to a specific request by the licensing authority prior to the hearing;

(b) question any other party (if permission has been given by the Sub-Committee);

(c) address the Sub-Committee.

16. If the Police are a party to the hearing, they will present their case. The Police have the rights listed in paragraph 15 (a) – (c) above.

17. If any other “responsible authority” are a party to the hearing, they will present their case in turn after the Police and have the rights listed in paragraph 15 (a) – (c) above.

18. Any other interested parties will then present their case in turn and have the rights listed in paragraph 15 (a) – (c) above.

19. Members of the Sub-Committee may ask questions of the/each party or any other person permitted to appear at the hearing in support of the party.

20. **The Chair** will invite the applicant, or the party who has initiated the hearing, and any parties making representations, to briefly summarise their points if they wish.

21. **The Chair** will ask the applicant, or the party who has initiated the hearing, and all parties making representations, that they are satisfied that they have said all they wish to.

## **The Decision**

22. In considering any representations or notice made by a party, the Sub-Committee may take into account documentary or other information produced by a party in support of their application, representations or notice (as applicable) either before the hearing or, with the consent of all the other parties, at the hearing.

23. In reaching its decision, the Sub-Committee will disregard any information given by a party, or any person who has been permitted to appear at the hearing, which is not relevant to –

(a) the application, representations or notice (as applicable) or in the case of another person, the application, representations or notice of the party

requesting their appearance, and

(b) the promotion of the licensing objectives or, in relation to a hearing to consider a notice given by the Police, the crime prevention objective.

24. The Sub-Committee may consider its decision in private and may move into private session where it considers that the public interest in so doing outweighs the public interest in that part of the hearing taking place in public. If the Sub-Committee do move into private session then all the parties and their representatives, any other person permitted to appear at the hearing, officers, the public and the press will be asked to leave the room whilst the decision is made.

**The Chair** will tell those present at the meeting the decision taken by the Sub-Committee and the reasons for the decision.

## CAMBRIDGE CITY COUNCIL

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REPORT OF: Jas Lally  
Head of Refuse and Environment

TO: Licensing Sub-Committee

13/08/2012

WARDS: Trumpington

**CONSIDERATION OF AN APPLICATION TO VARY A PREMISES  
LICENCE: TESCO STORES LTD, 29-33 HILLS ROAD, CAMBRIDGE,  
CB2 1NW**

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### 1 INTRODUCTION

1.1 An application under section 34 of the Licensing Act 2003 to vary the Premises Licence issued in respect of Tesco Stores Ltd, 29-33 Hills Road, Cambridge, CB2 1NW has been received from Tesco Stores Ltd. The application and proposed plan are attached to the report as Appendix A and the existing Premises Licence is attached to the report as Appendix B. The application was served on Cambridge City Council (the Licensing Authority) on 22<sup>nd</sup> June 2012. A copy of the application was also served on each responsible authority.

1.2 The applicant has applied to vary the premises licence as follows:

To amend the approved layout of the store to reflect the plan attached at Appendix A.

\*Supply of Alcohol (for consumption off the premises)

Sun 08:00 to 23:00

\*The hours for supply of alcohol were originally applied for as 06:00 to 23:00 Mon – Sun but the applicant amended the application on the 26<sup>th</sup> July 2012. Confirmation of the amendment is attached at Appendix A.

Opening hours of the premises

Mon – Sun

06:00 to 23:00

- 1.3 The applicant has indicated in section P of the application form (Appendix A) that the following additional steps will be taken to promote the four licensing objectives should the application be granted:
1. All training and revision/refresher materials shall be reviewed annually and reflect the requirements of the Licensing Act 2003. All training documents and records shall be retained on the premises and made available to an Authorised Officer on request.
  2. The Premises Licence Holder shall comply with the store's 'Think 25' policy, which shall be brought to customer's attention through point of sale material within the store.
- 1.4 In accordance with the regulations of the Act, the application was advertised on the premises and in the Cambridge Evening News to invite representations from responsible authorities and other persons. The last date for submitting representations was 20<sup>th</sup> July 2012.
- 1.5 Forty-seven representations from Other Persons have been received and are attached to the report as Appendix C.
- 1.6 No representations were received from the Responsible Authorities – Cambridgeshire Constabulary, Cambridgeshire Fire & Rescue Service, the two Environmental Health Managers, Planning, Trading Standards, Child Protection and the Public Health Director.
- 1.7 The application is yet to be determined.

## **2. RECOMMENDATIONS**

- 2.1 That Members' determine the application on its individual merits having reference to the statutory licensing objectives and Cambridge City Council's Statement of Licensing Policy.

## **3. BACKGROUND**

- 3.1 The premises is located within a cumulative impact area. It is therefore subject to a special policy on cumulative impact. The special policy creates a rebuttable presumption that applications



within cumulative impact areas for new premises licences or variations that are likely to add to the existing cumulative impact will normally be refused if relevant representations are received about the cumulative impact on the licensing objectives, unless the applicant can demonstrate why the operation of the premises involved will not add to the cumulative impact already being experienced. The cumulative impact policy has been referred to in the representations received but it has not been addressed by the applicant.

- 3.2 The Council's Statement of Licensing Policy contains information on the cumulative impact.
- 3.3 The existing Licence is attached to the report as Appendix B. It was issued on 20<sup>th</sup> September 2005 to T&S Stores Ltd (trading as One Stop) following the grant of an application to convert an existing Justices' Off Licence in to a Premises Licence. No application has been made to vary the hours or activities authorised by the Licence since that time. The licence was transferred to Tesco Stores Ltd on 21<sup>st</sup> June 2012.
- 3.4 The Premises Licence currently authorises the following licensable activities:

Supply of Alcohol (for consumption off the premises)

Mon – Sat	08:00 to 23:00
Sun	10:00 to 22:30

Non standard timings:

Christmas Day – 12:00 to 15:00 and 19:00 to 22:30

Good Friday – 08:00 to 22:30

- 3.5 In carrying out its licensing functions, the Licensing Authority must have regard to its Statement of Licensing Policy and additionally the statutory guidance issued under Section 182 of the Licensing Act 2003. The relevant sections from the Council's Statement of Licensing Policy are:
- Objectives, section 2
  - Fundamental principles, section 4
  - Cumulative impact, section 5
  - Licensing Hours, section 6
  - Licence Conditions, section 8

## **4. CONSULTATIONS**

- 4.1 The Licensing Act 2003 requires applications made under section 34 of the Act to be served on the responsible authorities and also advertised on the premises and in a local newspaper circulating within the vicinity of the premises. During the consultation period, responsible authorities and other persons (any individual, body or business entitled to make representations to licensing authorities), may make a representation in respect of the application.
- 4.2 Statutory consultation has therefore taken place with responsible authorities and other persons in accordance with the procedures set out in the Licensing Act 2003 and associated regulations made under the Act.

## **5. OPTIONS**

- 5.1 Whilst having reference to the information provided by the applicant and the other persons and also Cambridge City Council's Statement of Licensing Policy, the Sub-Committee's decision must be made with a view to promoting one or more of the four licensing objectives, namely:
- (a) the prevention of crime and disorder;
  - (b) public safety;
  - (c) the prevention of public nuisance; and
  - (d) the protection of children from harm.
- 5.2 Members should take such steps that they consider are appropriate for the promotion of the licensing objectives. The Sub-Committee may resolve:
- (a) to modify the conditions of the Licence (i.e. alter, omit or add any new condition); and/or
  - (b) to reject the whole or part of the application.

## **6. CONCLUSIONS**

- 6.1 The Licensing Authority has a duty under the Licensing Act 2003 to promote the Licensing Objectives. Each objective has equal importance. In carrying out its licensing functions, the Licensing Authority must also have regard to its Statement of Licensing Policy, and the Statutory Guidance under the Licensing Act 2003 and it is bound by the Human Rights Act 1998. The Council must also fulfil its obligations under Section 17 of the Crime and Disorder Act 1998 to

do all that it reasonably can to prevent crime and disorder in Cambridge.

## **7. IMPLICATIONS**

### **a) Financial Implications**

Cambridge City Council (the Licensing Authority) has a statutory duty to determine applications made under the Licensing Act 2003. The application fees associated with such applications are set by Central Government and are intended to cover the cost of administering the licensing regime.

There are no specific financial implications associated with this report.

### **(b) Staffing Implications**

There are no staffing implications associated with this report.

### **(c) Equal Opportunities Implications**

No equality impact assessment has been conducted, as the only consideration in reaching a decision is whether the granting of the application will undermine the statutory licensing objectives.

### **(d) Environmental Implications**

Any environmental implications that need to be considered must specifically relate to the promotion of the statutory licensing objectives and will be contained in the representations made by the responsible authorities or other persons.

### **(e) Community Safety**

Cambridge Constabulary, Cambridgeshire Fire & Rescue Service, Cambridge City Council's Food & Occupational Safety Team, Cambridge City Council's Environmental Services, Cambridge City Council's Environment & Planning Department, Cambridgeshire County Council's Child Protection & Review Unit, Cambridgeshire County Council's Trading Standards Department and the Public Health Director were consulted as part of the application process and could have made representation if it was considered that the granting of the application would undermine one or more of the statutory licensing objectives.

Those making representations would have raised any relevant community safety implications.

8. **BACKGROUND PAPERS:** The following are the background papers that were used in the preparation of this report:

Licensing Act 2003

The Licensing Act 2003 (Premises licences and club premises certificates) Regulations 2005

Guidance issued under section 182 of the Licensing Act 2003

The Council's Statement of Licensing Policy

To inspect these documents either view the above hyperlinks or contact Debbie Stoker on extension 7879

The author and contact officer for queries on the report is Debbie Stoker on extension 7879.

Report file:

Date originated: 02 August 2012

Date of last revision: 02 August 2012

Application to vary a premises licence under the Licensing Act 2003

**PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST**

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

I/NW Tesco Stores Ltd

e

*(insert name(s) of applicant)*  
 being the premises licence holder, apply to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described in Part 1 below

Premises licence number  
 PRECAM 000227

**Part 1 – Premises Details**

Postal address of premises or, if none, Ordnance Survey map reference or description  
 Tesco Stores Ltd  
 29 - 33 Hills Road

Post town	Cambridge	Post code	CB2 1NW
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Telephone number at premises (if any)	
Non-domestic rateable value of premises	£

**Part 2 – Applicant details**

Daytime contact telephone number	01707 298344		
E-mail address (optional)	Licensing Team@uk.tesco.com		
Current postal address if different from premises address	Licensing Team Tesco Stores Ltd Cirrus Building C Shire Park		
Post Town	Welwyn Garden City	Postcode	AL7 1ZR

**Part 3 - Variation**

Do you want the proposed variation to have effect as soon as possible?

Please tick yes

Day  
Month  
Year

If not do you want the variation to take effect from

**Please describe briefly the nature of the proposed variation (Please see guidance note 1)**  
Application proposes to amend the approved layout of the store to reflect the enclosed plan.

The variation also proposes to amend the hours the store may sell alcohol, for consumption off the premises to 0600 - 2300hrs Monday to Sunday

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

0

**Part 4 Operating Schedule**

Please complete those parts of the Operating Schedule below which would be subject to change if this application to vary is successful.

**Provision of regulated entertainment**

**Please tick yes**

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

**Provision of entertainment facilities:**

- i) making music (if ticking yes, fill in box I)
- j) dancing (if ticking yes, fill in box J)
- k) entertainment of a similar description to that falling within (i) or (j) (if ticking yes, fill in box K)

**Provision of late night refreshment** (if ticking yes, fill in box L)

**Sale by retail of alcohol** (if ticking yes, fill in box M)

**In all cases complete boxes N, O and P**

A

Plays Standard days and timings (please read guidance note 6)	Day	Start	Finish	Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 2)		
				Indoors <input type="checkbox"/>	Outdoors <input type="checkbox"/>	Both <input type="checkbox"/>
Mon						Please give further details here (please read guidance note 3)
Tue						
Wed						State any seasonal variations for performing plays (please read guidance note 4)
Thur						
Fri						Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list (please read guidance note 5)
Sat						
Sun						



**B**

Films Standard days and timings (please read guidance note 6)	Start	Finish	Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 2)		
			Indoors	Outdoors	Both
Day			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mon			Please give further details here (please read guidance note 3)		
Tue					
Wed					
Thur					
Fri					
Sat					
Sun			State any seasonal variations for the exhibition of films (please read guidance note 4)		
Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list (please read guidance note 5)					

**C**

Indoor sporting events Standard days and timings (please read guidance note 6)			Please give further details (please read guidance note 3)
Day	Start	Finish	
Mon			State any seasonal variations for indoor sporting events (please read guidance note 4)
Tue			
Wed			
Thur			
Fri			Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list (please read guidance note 5)
Sat			
Sun			

**D**

Boxing or wrestling entertainments Standard days and timings (please read guidance note 5)	Start	Finish	Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 2)		
			Indoors	Outdoors	Both
Day			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mon			Please give further details here (please read guidance note 3)		
Tue					
Wed					
Thur					
Fri					
Sat			State any seasonal variations for boxing or wrestling entertainment (please read guidance note 4)		
Sun					
Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list (please read guidance note 5)					

**E**

Live music Standard days and timings (please read guidance note 6)	Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 2)	
	Indoors <input type="checkbox"/>	Outdoors <input type="checkbox"/>
Day	Start	Finish
Mon		
Tue		
Wed		
Thur		
Fri		
Sat		
Sun		
<p><b>Please give further details here</b> (please read guidance note 3)</p>		<p>Both <input type="checkbox"/></p>
<p><b>State any seasonal variations for the performance of live music</b> (please read guidance note 4)</p>		
<p><b>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</b> (please read guidance note 5)</p>		

F

Recorded music Standard days and timings (please read guidance note 6)	Day	Start	Finish	Will the playing of recorded music take place <u>indoors or outdoors or both – please tick</u> (please read guidance note 2)		
				Indoors <input type="checkbox"/>	Outdoors <input type="checkbox"/>	Both <input type="checkbox"/>
Please give further details here (please read guidance note 3)						
State any seasonal variations for the playing of recorded music (please read guidance note 4)						
Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list (please read guidance note 5)						
Wed						
Thur						
Fri						
Sat						
Sun						

**G**

Performances of dance Standard days and timings (please read guidance note 6)	Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	Outdoors	Both	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 3)		
Mon					
Tue					
Wed					
Thur					
Fri					
Sat					
Sun			<b>State any seasonal variations for the performance of dance</b> (please read guidance note 4)		
<b>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</b> (please read guidance note 5)					

**H**

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 5)		Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	Will this entertainment take place indoors or outdoors or both – please tick (please read guidance note 2)	
Mon			Indoors <input type="checkbox"/>	Outdoors <input type="checkbox"/>
			Both <input type="checkbox"/>	
Tue			Please give further details here (please read guidance note 3)	
Wed				
Thur			State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 4)	
Fri				
Sat			Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list (please read guidance note 5)	
Sun				

Provision of facilities for making music Standard days and timings (please read guidance note 6)			Please give a description of the facilities for making music you will be providing		
Day	Start	Finish	Will the facilities for making music be indoors or outdoors or both – please tick (please read guidance note 2)		
			Indoors	Outdoors	Both
Mon			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tue			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wed			Please give further details here (please read guidance note 3)		
Thur			State any seasonal variations for the provision of facilities for making music (please read guidance note 4)		
Fri			Non standard timings. Where you intend to use the premises for provision of facilities for making music at different times to those listed in the column on the left, please list (please read guidance note 5)		
Sat					
Sun					



J

Provision of facilities for dancing Standard days and timings (please read guidance note 6)	Will the facilities for dancing be indoors, outdoors or both – please tick (see guidance note 2)	Indoors
		<input type="checkbox"/>
		Outdoors
		<input type="checkbox"/>
		Both
		<input type="checkbox"/>
Day	Start	Finish
Mon		
Tue		
Wed		
Thur		
Fri		
Sat		
Sun		

**Will the facilities for dancing be indoors, outdoors or both – please tick (see guidance note 2)**

**Please give a description of the facilities for dancing you will be providing**

**Please give further details here (please read guidance note 3)**

**State any seasonal variations for providing dancing facilities (please read guidance note 4)**

**Non standard timings. Where you intend to use the premises for the provision of facilities for dancing at different times to those listed in the column on the left, please list (please read guidance note 5)**

K

Provision of facilities for entertainment of a similar description to that falling within i or j Standard days and timings (please read guidance note 6)		Please give a description of the type of entertainment facility you will be providing		
Day	Start	Finish	Will the entertainment facility be indoors or outdoors or both – please tick (please read guidance note 2)	
			Indoors	Outdoors
Mon			<input type="checkbox"/>	<input type="checkbox"/>
Tue			Please give further details here (please read guidance note 3)	
Wed				
Thur			State any seasonal variations for the provision of facilities for entertainment of a similar description to that falling within i or j (please read guidance note 4)	
Fri				
Sat			Non standard timings. Where you intend to use the premises for the provision of facilities for entertainment of a similar description to that falling within i or j at different times to those listed in the column on the left, please list (please read guidance note 5)	
Sun				

L

Day	Start	Finish	Late night refreshment Standard days and timings (please read guidance note 6)	Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 2)		
				Indoors	Outdoors	Both
Mon			Please give further details here (please read guidance note 3)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tue						
Wed			State any seasonal variations for the provision of late night refreshment (please read guidance note 4)			
Thur						
Fri			Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list (please read guidance note 5)			
Sat						
Sun						

**M**

Supply of alcohol Standard days and timings (please read guidance note 6)		Will the supply of alcohol be for consumption (Please tick box) (please read guidance note 7)	On the premises	<input type="checkbox"/>
Day	Start		Finish	Off the premises
Mon	0600	2300	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 4)	
Tue	0600	2300		
Wed	0600	2300		
Thur	0600	2300		
Fri	0600	2300		
Sat	0600	2300		
Sun	0600	2300		
<b>Non-standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 5) Store will only sell alcohol in line with Sunday trading restrictions if applicable				

**N**

**Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children** (please read guidance note 8)

None

**O**

Hours premises are open to the public Standard days and timings (please read guidance note 6)			State any seasonal variations (please read guidance note 4)
Day	Start	Finish	
Mon	0600	2300	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 5)
Tue	0600	2300	
Wed	0600	2300	
Thur	0600	2300	
Fri	0600	2300	
Sat	0600	2300	
Sun	0600	2300	

Please identify those conditions currently imposed on the licence which you believe could be removed as a consequence of the proposed variation you are seeking  
N/A

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

Please tick yes

If you have not ticked one of these boxes please fill in reasons for not including the licence, or part of it, below

Reasons why I have failed to enclose the premises licence or relevant part of premises licence  
The Licence was returned to you previously to transfer the licence from One stop into Tesco  
Stores Ltd.

**P** Describe any additional steps you intend to take to promote the four licensing objectives as a result of the proposed variation:

**a) General – all four licensing objectives (b,c,d,e)** (please read guidance note 9)

We are a national retailer that sells alcohol as part of a broad offering of goods and services. We have held off-licences in our stores for many years and are an approved British Institute of In-keeping examination centre. We have written training policies and formal training programmes are in place, which ensure our people are equipped to meet all licensing objectives. All training and revision/refresher materials are reviewed regularly and reflect the requirements of the Act. All stores currently comply with our 'Think 25 policy', this policy is bought to customer's attention through point of sale material within the store. We take legal compliance very seriously and in addition to local training we employ a central alcohol licensing compliance manager and have a compliance committee. All the measures that we currently have in place during licensed hours would continue to be in place during any additional hours that alcohol would be sold in the store

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

Please see box A above

--

**c) Public safety**

Please see box A above

--

**d) The prevention of public nuisance**

Please see box A above

--

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

Please see box A above.


**Please tick yes**

- I have made or enclosed payment of the fee
- I have sent copies of this application and the plan to responsible authorities and others where applicable
- I understand that I must now advertise my application
- I have enclosed the premises licence or relevant part of it or explanation
- I understand that if I do not comply with the above requirements my application will be rejected

**IT IS AN OFFENCE, LIABLE ON CONVICTION TO A FINE UP TO LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003 TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION**

**Part 5 – Signatures (please read guidance note 10)**

**Signature of applicant (the current premises licence holder) or applicant's solicitor or other duly authorised agent (please read guidance note 11). If signing on behalf of the applicant please state in what capacity.**

Signature	
Date	21/6/12
Capacity	Licensing Manager

**Where the premises licence is jointly held signature of 2nd applicant (the current premises licence holder) or 2nd applicant's solicitor or other authorised agent (please read guidance note 12). If signing on behalf of the applicant please state in what capacity.**

Signature	
Date	
Capacity	



**Contact name (where not previously given) and address for correspondence associated with this application** (please read guidance note 13)  
Please see part 2.

Post town		Post code	
Telephone number (if any)			
If you would prefer us to correspond with you by e-mail your e-mail address (optional)			

#### Notes for Guidance

**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.**

1. Describe the premises. For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies you must include a description of where the place will be and its proximity to the premises.
2. Where taking place in a building or other structure please tick as appropriate. Indoors may include a tent.
3. For example state type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
4. For example (but not exclusively), where the activity will occur on additional days during the summer months.
5. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
6. Please give timings in 24 hour clock (e.g. 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.
7. If you wish people to be able to consume alcohol on the premises please tick on, if you wish people to be able to purchase alcohol to consume away from the premises please tick off. If you wish people to be able to do both please tick both.
8. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups, the presence of gaming machines.
9. Please list here steps you will take to promote all four licensing objectives together.
10. The application form must be signed.
11. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
12. Where there is more than one applicant, both applicants or their respective agents must sign the application form.
13. This is the address which we shall use to correspond with you about this application.



## Provision of Portable Fire-Fighting Equipment at Tesco Stores

### General

Portable fire extinguishers are provided as a means of first aid fire fighting equipment but should not be considered for use on a large fire or as an aid to escape. Their portability and immediate availability allows for prompt intervention by an individual at the start of a fire.

Therefore the suitability and location will dictate the types and quantity of fire fighting equipment that is required

### Suitability

#### Imprex Foam Extinguisher

The general purpose extinguisher deployed at Tesco stores is a 6 Litre foam (Imprex) extinguisher. It can be used on solid carbonaceous fires (Class A) involving fuels such as timber, paper, plastic etc or on flammable liquid fires, such as petrol or cooking oil (Class B).

A simple formula is used to calculate the minimum number of general purpose (class A) and (class B) extinguishes that should be provided:

The gross floor area (metres) x 0.065 = Number Class A extinguishers required (rounded up)  
27\*

(27 being the 'A' rating of the extinguisher)

Largest volume of spill of flammable liquid (litres) x 10 = Number of Class B extinguishers required  
183\*

(183 being the 'B' rating of the extinguisher)

#### Carbon Dioxide Extinguisher

These are provided by Tesco stores on fires involving live electric equipment. There is no guidance on the numbers required, however, due to widespread use of electrical equipment in Tesco stores, they are readily available in most areas

Additionally fire blankets are available in cooking areas.

### Location

A person should not travel more than 30 metres to reach a suitable fire extinguisher from any point within the store. Additional extinguishers (above those needed to achieve an 'A' rating) may need to be provided to meet this requirement, but this is unlikely due to the layout of most Tesco stores.

Where possible, extinguishers are located adjacent to fire alarm call points (which in turn are adjacent to fire exits) forming a fire point, where the alarm can be raised and a decision made whether to attempt to tackle the fire or flee through the exit.

Allocation of Fire Fighting Equipment

AREA	6 LITRE AFFF	2kg CO2	FIRE BLANKET	9kg DRY POWDER	SAND BUCKET
Bakery	1	1	1		
Bake-off		1	1		
Boiler Rooms & Boiler Containers		1			
Cash Office		1			
CCTV		1			
Cleaner's Room		1			
Coffee Shop – Public Area					
Coffee Shop – Preparation Area		1	1		
Corridors					
Customer Service Centre					
Electrical Intake		1			
FMC Room		1			
Generator Room/Container		1			
Hot Chicken Installation		1			
Lift Monitor Room		1			
Loading Dock Lobby					
Pharmacy		1			
Refrigeration Plant Room/ Containers		1			
Refrigeration Mezzanine Plant Platform		1			
Restaurant (Kitchen)		1	1		
Restaurant (staff)					
Sales Area					
Staff Reception	1	1			
Stairs (for roof Plant)		1			
Sprinkler Valve/ Pump Room		1			
Tank Room & Container		1			
Training Room		1			
Warehouse/Bulk store					
			As per calculations		
<b>Petrol Filling stations</b>					
Sales Area		1	1		
Ancillary Area	1	1			
Forecourt		Two trolleys	4	4	
<b>Express Filling Stations</b>					
Sales Area	1	1	1		
Ancillary Area	1	1			

\*Calculations: 1 fire extinguisher per 400m<sup>2</sup> based on 27A rating and 183B sales floor extinguishers sited adjacent to exits and below call points as appropriate.

Allocation of Safety Signs and Notices

AREA	SIGN / NOTICE
Bakery and Bake-off Area	FIRE INSTRUCTIONS notice adjacent to break glass call point (b.g.c.p.)
Boiler Rooms & Boiler Containers	KEEP LOCKED SHUT
Clock Towers	FIRE INSTRUCTIONS notice adjacent to b.g.c.p
Coffee Shop	FIRE INSTRUCTIONS notice adjacent to b.g.c.p
Corridors	FIRE INSTRUCTIONS notice adjacent to b.g.c.p KEEP CLEAR
Customer Service Centre	FIRE DOOR-KEEP CLEAR on both sides of all doors other than held-open
Electrical Intake	FIRE INSTRUCTIONS notice adjacent telephone KEEP LOCKED SHUT notice on external side of door
Electrically Held Open Fire Doors Linked into Fire Alarm System Exterior	AUTOMATIC DOOR KEEP CLEAR on opening face of doors EMERGENCY EXIT – PUCH HARD TO OPEN on rear of each gate FIRE EXIT sign on outside of all fire doors
Female Cloaks	NO SMOKING
Generator Room/ Container	KEEP LOCKED SHUT on external side of door
Kids Club	FIRE INSTRUCTIONS notice adjacent to b.g.c.p FIRE EXIT – KEEP CLEAR notice on external side of door
Lift Monitor Room	KEEP LOCKED SHUT
Male Cloaks	NO SMOKING
Manager's Office	FIRE INSTRUCTIONS notice adjacent telephone
Plant Room/ Containers	KEEP LOCKED SHUT on external side of door
Restaurant (Kitchen)	FIRE INSTRUCTIONS notice adjacent to b.g.c.p
Restaurant (Staff)	FIRE INSTRUCTIONS notice adjacent to b.g.c.p
Sales Area	FIRE EXIT sign above every fire exit TO FIRE EXIT sign above doors to protected corridors PUSH BAR TO OPEN above each set of push bars
Staff Reception	FIRE INSTRUCTIONS notice adjacent to b.g.c.p
Sprinkler Valve/ Pump Room on External Side if Door	FIRE INSTRUCTIONS notice adjacent telephone SPRINKLER STOP VALVE INSIDE EXTERNAL VENTILATION CONTROL SWITCH INSIDE (if appropriate)
Warehouse/ Blik Store	FIRE INSTRUCTIONS notice adjacent to b.g.c.p Load level notices on lines on walls FIRE EXIT sign above every fire exit
Petrol/ Express Petrol Filling Stations	
Ancillary Area	FIRE INSTRUCTIONS notice adjacent to b.g.c.p KEEP LOCKED SHUT on electrical intake FIRE EXIT above rear means of escape door PUSH BAR TO OPEN
Forecourt at tank fill points* at pumps#	Individual tank fill notices with grades PETROLIUM SPIRIT – HIGHLY FLAMMABLE- NO SMOKING */# NO MOBILE PHONES *

**From:** "Bartley, Greg" <Greg.Bartley@uk.tesco.com>  
**To:** "licensing@cambridge.gov.uk" <licensing@cambridge.gov.uk>, "deborah.stok..."  
**CC:** "Reeve, Angela" <Angela.Reeve@uk.tesco.com>, Jeremy Bark <Jeremy.Bark@bl...  
**Date:** 26/07/2012 16:29  
**Subject:** Tesco Premises Licence Application 29 to 33 Hill Road, Cambridge

After consideration we wish to amend our Premises Licence application for our proposed store at 29 to 33 Hill Rd, Cambridge to allow the sale of alcohol Monday to Sunday 0800 to 2300.

Kind regards

Greg

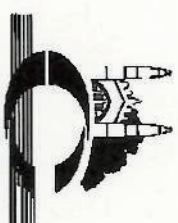
Greg Bartley  
Tesco Licensing Manager  
greg.bartley@uk.tesco.com <mailto:greg.bartley@uk.tesco.com>  
01707634837

This is a confidential email. Tesco may monitor and record all emails. The views expressed in this email are those of the sender and not Tesco.

Tesco Stores Limited  
Company Number: 519500  
Registered in England  
Registered Office: Tesco House, Delamare Road, Cheshunt, Hertfordshire EN8 9SL  
VAT Registration Number: GB 220 4302 31



Part A



Licensing Act 2003  
 Format of premises licence  
 CAMBRIDGE CITY COUNCIL

Premises licence number

**PRECAM 000227**

Part 1 – Premises details

Postal address of premises, or if none, Ordnance Survey map reference or description

**Tesco Stores  
 29-31 Hills Road**

Post town  
**Cambridge**

Post code  
**CB2 1NW**

Telephone number

Where the licence is time limited the dates

**N/A**

Licensable activities authorised by the licence  
**Supply of Alcohol**

The times the licence authorises the carrying out of licensable activities	
Activity	Supply of Alcohol - Off the Premises
Day	Times
Sun	10:00 22:30
Mon	08:00 23:00
Tue	08:00 23:00
Wed	08:00 23:00
Thurs	08:00 23:00
Fri	08:00 23:00
Sat	08:00 23:00
Non Std Timings & Seasonal Variations	
On Christmas Day, 12:00 to 15:00 and 19:00 to 22:30. On Good Friday, 08:00 to 22:30.	

The opening hours of the premises	
Day	Times
Sun	
Mon	
Tue	
Wed	
Thurs	
Fri	
Sat	
Non Std Timings & Seasonal Variations	
Hours not stated	

Where the licence authorises supplies of alcohol whether these are on and/ or off supplies  
**Off the premises**

Part 2

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence  
**Tesco Stores Ltd  
 PO Box 18  
 Delamare Road  
 Cheshunt  
 Herts  
 EN8 9SL**

Registered number of holders, for example company number, charity number (where applicable)  
**02462858**

Name, address and telephone number of designated premises supervisor where the premises licence authorises the supply of alcohol  
**Michelle Brydon**

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol

#### **Annex 1 - Mandatory conditions**

1. No supply of alcohol may be made under the premises licence -
  - (a) at a time when there is no designated premises supervisor in respect of the premises, or
  - (b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.
2. Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.

**From 1st October 2010**

3. (a) The premises licence holder or club premises certificate holder shall ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol.
- (b) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and a holographic mark.

#### **Annex 2 - Conditions consistent with the operating schedule**

1. Alcohol shall not be sold, supplied or taken from the premises except during permitted hours. In this condition, permitted hours means:
  - a. On weekdays and Saturdays, other than Christmas Day, 08:00 to 23:00.
  - b. On Sundays, other than Christmas Day, 10:00 to 22:30.
  - c. On Christmas Day, 12:00 to 15:00 and 19:00 to 22:30.
  - d. On Good Friday, 08:00 to 22:30.

The above restrictions do not prohibit:

- (a) during the first twenty minutes after the above hours, the taking of the alcohol from the premises, unless the alcohol is supplied or taken in an open vessel;
- (b) the ordering of alcohol to be consumed off the premises, or the despatch by the vendor of the alcohol so ordered;
- (c) the sale of alcohol to a trader or club for the purposes of the trade or club;
- (d) the sale or supply of alcohol to any canteen or mess, being a canteen in which the sale or supply of alcohol is carried out under the authority of the Secretary of State or an authorised mess of members of Her Majesty's naval, military or air forces.

2. This licence is granted on the condition that any other restrictions contained within the enactments specified under the Licensing Act 2003 (Schedule 8 (6)) are adhered to.  
**The prevention of crime and disorder**



-  
**Public Safety**

-  
**The prevention of public nuisance**

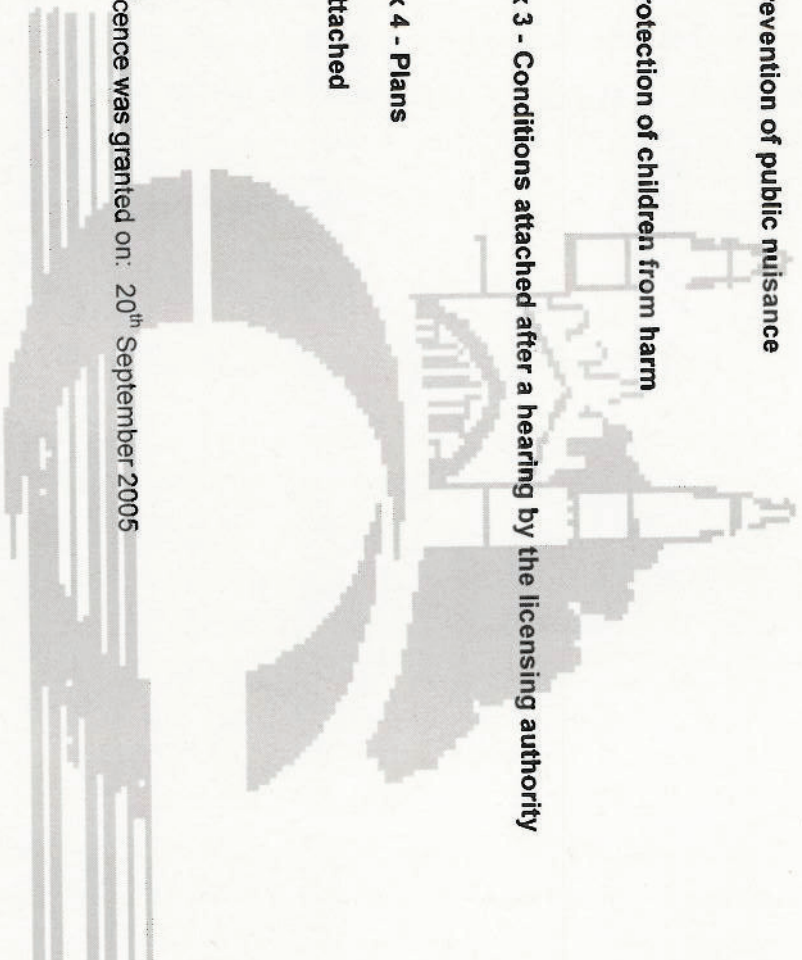
-  
**The protection of children from harm**

-  
**Annex 3 - Conditions attached after a hearing by the licensing authority**

-  
**Annex 4 - Plans**

**See attached**

This licence was granted on: 20<sup>th</sup> September 2005



**CAMBRIDGE**  
**CITY COUNCIL**



**Part B**  
**Licensing Act 2003**  
**Premises licence summary**

Premises licence number

**PRECAM 000227**

Premises details

Postal address of premises, or if none, Ordnance survey map reference or description	
<b>Tesco Stores</b> <b>29-31 Hills Road</b>	
Post town	Post code
<b>Cambridge</b>	<b>CB2 1NW</b>
Telephone number	

Where the licence is time limited the dates  
**N/A**

Licensable activities authorised by the licence  
**Supply of Alcohol**

The times the licence authorises the carrying out of licensable activities	
<b>Activity</b>	<b>Supply of Alcohol - Off the Premises</b>
<b>Day</b>	<b>Times</b>
Sun	<b>10:00 22:30</b>
Mon	<b>08:00 23:00</b>
Tue	<b>08:00 23:00</b>
Wed	<b>08:00 23:00</b>
Thurs	<b>08:00 23:00</b>
Fri	<b>08:00 23:00</b>
Sat	<b>08:00 23:00</b>
Non Std Timings & Seasonal Variations	<b>On Christmas Day, 12:00 to 15:00 and 19:00 to 22:30. On Good Friday, 08:00 to 22:30.</b>

The opening hours of the premises	
<b>Day</b>	<b>Times</b>
Sun	
Mon	
Tue	
Wed	
Thurs	
Fri	
Sat	
Non Std Timings & Seasonal Variations	<b>Hours not stated</b>

Where the licence authorises supplies of alcohol whether these are on and/ or off supplies  
**Off the premises**

Name, (registered) address of holder of premises licence <b>Tesco Stores Ltd</b> <b>PO Box 18</b> <b>Delamare Road</b> <b>Cheshunt</b> <b>Herts</b> <b>EN8 9SL</b>
--

Registered number of holder, for example company number, charity number (where applicable)  
**02462858**

Name of designated premises supervisor where the premises licence authorises for the supply of alcohol  
**Michelle Brydon**

State whether access to the premises by children is restricted or prohibited

This licence was granted on: 20<sup>th</sup> September 2005



**CAMBRIDGE**  
**CITY COUNCIL**