

**Swindon Borough Council
Licensing Act 2003 – Licensing Panel**

NOTICE OF HEARING

Date of Hearing: Wednesday, 24 July 2013

Place of Hearing: Committee Room 1, Civic Offices

Time of Hearing: 12.00 p.m.

Panel Members:

Conservative Councillors

Andrew Bennett

John Haines

Labour Councillors

Derique Montaut

Committee Officer: Shaun Banks (Telephone 01793 463606)

Email: email: sbanks@swindon.gov.uk

Address: Swindon Borough Council, Civic Offices, Euclid Street, Swindon SN1 2JH

AGENDA

- 1. Appointment of Chair**
- 2. Apologies for Absence**
- 3. Declarations of Interest**

Members are reminded that at the start of the meeting they should declare any known interests in any matter to be considered, and also during the meeting if it becomes apparent that they have an interest in the matters being discussed.

- 4. Application for Premises Licence The Brunel Rooms, Havelock Square, Swindon together with a copy of each relevant representation made and supporting documents (Pages 3 - 46)**

Date of Despatch: 15 July 2013

Access Arrangements – The Venue is wheelchair accessible and an infrared receiver hearing system is provided. If you would wish to attend the meeting but have any special requirement to enable you to do so please contact the Committee Clerk above, as soon as possible prior to the date of the meeting.

If you would like to receive any of the pages contained in this agenda in a larger print size please contact the Committee Officer whose name appears on the first page of this agenda.

INFORMATION TO ACCOMPANY NOTICE OF HEARING

Action following receipt of Notice of Hearing:

A party shall give to the Licensing Panel within the period of time provided for in the following provisions of this regulation a notice (in the form attached) stating: -

- Whether he intends to attend or be represented at the hearing.
- Whether he considers a hearing to be unnecessary.
- In a case where a party wishes any other person (other than the person he intends to represent him at the hearing) to appear at the hearing, the notice referred to in paragraph (1) shall contain a request for permission for such other person to appear at the hearing accompanied by details of the name of that person and a brief description of the point or points on which that person may be able to assist the authority in relation to the application, representations or notice of the party making the request.

The following notice periods apply:

No later than one working day in respect of:

- Cancellation of interim authority notice following police objection, or
- Counter notice following police objection to temporary event notice.

No later than two working days before the first day of hearing:

- Review of premises licence following closure order or review of premises licence following review notice;
- Determination of application for conversion of existing licence;
- Determination of application for conversion of existing club certificate; or
- Determination of application by holder of justices' licence for grant of personal licence.

In any other case, the party shall give the notice no later than five working days before the day or the first day on which the hearing is to be held.

Right of attendance, assistance and representation:

A party may attend the hearing and may be assisted or represented by any person whether or not that person is legally qualified.

The hearing will take place in public. However the Licensing Panel may exclude the public from all or part of a hearing where it considers that the public interest in so doing outweighs the public interest in the hearing, or that part of the hearing, taking place in public. For these purposes a party and any person assisting or representing a party may be treated as a member of the public.

The Licensing Panel may require any person attending the hearing who in their opinion is behaving in a disruptive manner to leave the hearing and may:

- refuse to permit that person to return, or
- permit him to return only on such conditions as the authority may specify.

Any such person may, before the end of the hearing, submit to the authority in writing any information which they would have been entitled to give orally had they not been required to leave.

Representations and Supporting Information:

At the hearing a party shall be entitled to:

- Give further information as appropriate in response to a point upon which the Licensing Panel has given notice that clarification is required (Note – if clarification is required from any party this will have been indicated in the Notice of Hearing);
- If given permission by the Licensing Panel, question any other party; and
- Address the authority.
- Failure of Parties to attend the Hearing

If a party has informed the authority that he does not intend to attend or be represented at a hearing, the hearing may proceed in his absence.

If a party who has not so indicated fails to attend or be represented at a hearing the authority may: -

- Where it considers it to be necessary in the public interest, adjourn the hearing to a specified date, or
- Hold the hearing in the party's absence.
- Where the authority holds the hearing in the absence of a party, the authority shall consider at the hearing the application, representations or notice made by that party.
- Where the authority adjourns the hearing to a specified date it must forthwith notify the parties of the date, time and place to which the hearing has been adjourned

Procedure:

A summary of the procedure that will normally be followed at the hearing is attached.

It should be noted that this is a general procedure intended to cover matters that will normally be applicable at all Hearings. However depending on the circumstances of each individual case, it is recognised that other issues may need to be considered as preliminary points at the hearing. These may include (but are not limited to): -

- Whether to proceed in the absence of a party;
- Whether to admit new documents or information submitted at the hearing;
- Whether it is in the public interest to exclude members of the public from the hearing or any part of it;

- Whether any party wished to withdraw representations previously submitted
- Whether to disregard any information given by a party or any person to whom permission to appear at the hearing is given by the authority which is not relevant to:
 - Their 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
 - The promotion of the licensing objectives

Standard procedure for licensing committee or licensing panel hearings, where representations have been made

- 1) The general facts of the application will be put to the hearing by an officer of the Licensing Authority.**
- 2) Ward Members who wish to speak on behalf of constituents who have expressed opposition to the application or aspects of the application will be invited to speak. Written notification of those representations must be submitted within the required period of notice.**
- 3) Where individuals or organisations have given the required notice that they wish to make relevant representations, they will be invited one at a time to clarify and support (but not add to) their written submissions. Representations will be heard only from those who have submitted an objection in writing before the deadline given for comments. This restriction applies equally to Members and Officers of the Council.**
- 4) Members of the Licensing Committee (or Panel) may ask questions arising from each representation, as may any other Member of Swindon Borough Council who is present. The applicant will not be allowed to comment or reply at this stage but may ask those making representations to give a brief clarification of any point they have made.**
- 5) Ward Members who wish to speak on behalf of constituents who have expressed a positive case in favour of the application will be invited to speak. Written notification of the positive representation must have been submitted within the required period of notice.**

- 6) The applicant and / or their solicitor or representative will be invited to make representations in support of the application and also to respond to points made by those who have made representations on the application in writing or in person. No unreasonable limits will be placed on the right of the applicant to make their case and they may present plans or artists impressions etc. if they wish.**
- 7) Members of the Licensing Committee (or Panel) may ask questions arising from the applicant's submission, as may any other Member of Swindon Borough Council who is present.**
- 8) Those who have made representations will be allowed to ask the applicant to give a brief clarification of any point they have made and they will be permitted to ask questions of the applicant. They will not be permitted to restate or develop their original representations and must limit their comments to issues that arise directly from answers given by the applicant or the applicant's representative.**
- 9) Members of the Committee or Panel hearing the application will then discuss the application in private, accompanied only by non-partisan officers who are there in a support role.**
- 10) Should any person present act in a disruptive manner the Chair will first warn him or her about their conduct and then, if the Chair considers it appropriate, may require the person concerned to leave the meeting forthwith. Where a party to the hearing insists on wasting the time of the hearing by needlessly repeating points that have been well aired and clearly put by earlier speakers, their actions may be judged to be disruptive and they may be asked to leave. It is strongly recommended that any spoken representations from groups of people with common concerns are made through an agreed spokesperson.**

**Application for a Premises Licence for
Brunel Rooms, 1 Havelock Square, Swindon, SN1 1LE**

Licensing Panel

Date 24th July 2013

Author: Licensing Officer

Wards Affected: Town Centre

Purpose

- To consider representations received in response to an application for a premises licence to be granted in respect of The Brunel Rooms, 1 Havelock Square, Swindon, SN1 1LE and to determine the application.

Recommendation

The Licensing Committee is asked, in light of the representations received, to determine the application. The options available to the Committee are:

- To grant the application in its current form with conditions consistent with the operating schedule;
- To grant the application, but to modify the conditions by amending, altering or attaching new conditions; or
- To reject the application in whole or in part.

1. Reasons

- 1.1 The Licensing Panel has a statutory duty to undertake the functions of the Licensing Authority, where these have been delegated by the Licensing Committee.

2. Detail

- 2.1 An application for a premises licence has been received from Brunel Rooms Swindon Limited of 1 Havelock Square, Swindon, SN1 1LE.
- 2.2 The applications seeks a premises licence to be granted that authorises the following licensable activities:

Plays

Monday to Sunday

10:00 to 23:00

Boxing/Wrestling

Monday to Sunday

19:00 to 23:00

Further information on the subject of this report can be obtained from Kathryn Ashton on 01793 466113 or e-mail kashton@swindon.gov.uk.

Application for a Premises Licence for Brunel Rooms, 1 Havelock Square, Swindon, SN1 1LE

Licensing Panel

Date 24th July 2013

Sale by Retail of Alcohol (for consumption on & off the premises), Films, Live Music, Recorded Music, Performances of Dance

Sunday to Wednesday	10:00 to 01:00
Thursday to Saturday	10:00 to 04:00
Sunday before Bank Holiday Monday	10:00 to 04:00
New Year's Eve,	from the end of permitted hours until the start of permitted hours on New Year's Day.

An "all night event" on up to 6 times per calendar year, where Alcohol, Films, Live Music, Recorded Music, Performances of Dance will be provided from 10:00 to 06:00.

Late Night Refreshment

Sunday to Wednesday	23:00 to 01:00
Thursday to Saturday	23:00 to 04:00
Sunday before Bank Holiday Monday	23:00 to 04:00
New Year's Eve	23:00 to 05:00

An "all night event" on up to 6 times per calendar year, where Late Night Refreshment will be provided from 23:00 to 05:00.

- 2.3 The hours that the premises will be open to the public will be:
- | | |
|-----------------------------------|---|
| Sunday to Wednesday | 10:00 to 01:30 |
| Thursday to Saturday | 10:00 to 04:30 |
| Sunday before Bank Holiday Monday | 10:00 to 04:30 |
| New Year's Eve, | from the end of permitted hours
until the start of permitted hours
on New Year's Day. |
- An "all night event" on up to 6 times per calendar year from 10:00 to 06:30.
- 2.4 The applicant has offered measures contained within the application and supporting evidence to promote the licensing objectives. A copy of the application and supporting information is attached as **Appendix A** and a plan of the proposed internal layout of the premises is attached as **Appendix B**.
- 2.5 The application was made on 31st May 2013. It was circulated to all responsible authorities and advertised in accordance with the Regulations, with the last date for representations to be made being 28th June 2013.
- 2.6 Representations were received from Wiltshire Police (with proposed conditions) under the prevention of crime and disorder licensing objective and Environmental Health under the prevention of public nuisance licensing objective. Copies of the representations from these responsible authorities are attached as **Appendix C**.

Further information on the subject of this report can be obtained from Kathryn Ashton on 01793 466113 or e-mail kashton@swindon.gov.uk.

Application for a Premises Licence for Brunel Rooms, 1 Havelock Square, Swindon, SN1 1LE

Licensing Panel

Date 24th July 2013

- 2.7 Additionally 3 'other persons', namely residents, made representations stating that the granting of the application would undermine the prevention of public nuisance licensing objective. Copies of the representations are attached as **Appendix D**.
- 2.8 A licence had been issued by Swindon Borough Council under the Licensing Act 2003 that authorised the sale by retail of alcohol and the provision of regulated entertainment between 10:00 and 06:00 on Monday to Sunday and the provision of late night refreshment between 23:00 and 05:00 on Monday to Sunday, but the licence has been surrendered. There is therefore no licence in force that authorises the provision of licensable activities at the premises.
- 2.9 (I) The Panel is requested to consider the application for the grant of a premises licence on its merits, having regard to the Swindon Borough Council's Statement of Licensing Policy and the Guidance issued by the Secretary of State under section 182 of the Licensing Act 2003.
- (II) Having regard to the information put forward by the applicant and the representations made by the responsible authorities and 'other persons', the Sub-Committee must take such steps as it considers appropriate for the promotion of the licensing objectives. The steps, as set out in section 18(4) of the Licensing Act 2003, are:
- to grant the application, subject to such conditions that are consistent with the operating schedule which may be modified to such extent as the licensing authorities considers appropriate for the promotion of the licensing objectives, and also the relevant mandatory conditions that are applicable to the licensable activities authorised by the licence;
 - to exclude from the scope of the licence any of the licensable activities to which the application relates;
 - to refuse to specify a person in the licence as the premises supervisor;
 - to reject the application.

3 Alternative Options

- 3.1 None

Further information on the subject of this report can be obtained from Kathryn Ashton on 01793 466113 or e-mail kashton@swindon.gov.uk.

Application for a Premises Licence for Brunel Rooms, 1 Havelock Square, Swindon, SN1 1LE

Licensing Panel

Date 24th July 2013

4 Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

- 4.1 There are no direct financial implications arising from the report. Failure to reach a reasonable conclusion, based on the facts, could lead to crime & disorder or nuisance to the public or to unwarranted damage to the business in question. Either scenario could raise issues of compensation. In the case of an appeal, the Council could become liable for costs.

Legal and Human Rights Implications

- 4.2 A declaration has been made by the Secretary of State, that the Licensing Act is compliant with the Human Rights Act. None of the relevant Articles of the Human Rights Act has absolute sway over the others. Article 8 deals with a right to undisturbed home life; Article 10 gives the right to free expression, including the right to entertain; Article 1 of the Protocol says that licences are 'possessions', which the holder has a right to enjoy. Common sense has to be used, in balancing each of these against the other.

All Other Implications (including Staff, Sustainability, Health, Rural, Crime and Disorder)

- 4.3 This report relates to the requirements of Licensing legislation

Links to Corporate Plans and Policies (in particular to Swindon 2010 Promises)

- 4.4 The determination of the application will be made in accordance with set legal principles. The exercise of licensing powers by the Panel relates particularly to the LAA outcome of reducing crime and the fear of crime.

Diversity Impact Assessment

- 4.4 There is no DIA prepared in conjunction with this report

Risk Management

- 4.5 There is a theoretical risk of civil action against the Licensing Authority if it is found not to have exercised due diligence in licensing matters. There is also the risk of judicial review if the Policy is found not to comply with the requirements of the Licensing Act 2003 and associated legislation, regulations and guidance.

5 Consultees

- 5.1 The Board Director Finance, Revenues, Benefits and Property (Section 151 Officer) and Director of Law and Democratic Services (Monitoring Officer) are consulted in respect of all reports.

Further information on the subject of this report can be obtained from Kathryn Ashton on 01793 466113 or e-mail kashton@swindon.gov.uk.

Application for a Premises Licence for Brunel Rooms, 1 Havelock Square, Swindon, SN1 1LE

Licensing Panel

Date 24th July 2013

6 Alternative Options

It would be possible to defer the determination of the application to a date within five working days of the day (or the last day) on which the hearing was held, or to defer the hearing itself to a specified date (or dates) where it is considered to be necessary for the authority's consideration of any representation or notice made by a party. However, either step should be seen as an exceptional measure.

7 Background Papers

7.1 Licensing Act 2003

7.2 Swindon Borough Council's Statement of Licensing Policy

7.3 Amended Guidance Issued Under Section 182 of the Licensing Act 2003
(*October 2012*)

8 Appendices

Appendix A Premises Licence application

Appendix B Internal Premises Layout plan

Appendix C Responsible Authority representations

Appendix D 'Other Person' representations

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

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

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

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

We Brunel Rooms Limited

(Insert name(s) of applicant)

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

Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description The Brunel Rooms 1 Havelock Square			
Post town	Swindon	Postcode	SN1 1 LE

Telephone number at premises (if any)	N/A
Non-domestic rateable value of premises	£ 76,500

Part 2 - Applicant Details

Please state whether you are applying for a premises licence as

Please tick as appropriate

- | | | |
|---|-------------------------------------|-----------------------------|
| a) an individual or individuals * | <input type="checkbox"/> | please complete section (A) |
| b) a person other than an individual * | | |
| i. as a limited company | <input checked="" type="checkbox"/> | please complete section (B) |
| ii. as a partnership | <input type="checkbox"/> | please complete section (B) |
| iii. as an unincorporated association or | <input type="checkbox"/> | please complete section (B) |
| iv. other (for example a statutory corporation) | <input type="checkbox"/> | please complete section (B) |
| c) a recognised club | <input type="checkbox"/> | please complete section (B) |
| d) a charity | <input type="checkbox"/> | please complete section (B) |

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

* If you are applying as a person described in (a) or (b) please confirm:

Please tick yes

I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or ☒

I am making the application pursuant to a

statutory function or ☐

a function discharged by virtue of Her Majesty's prerogative ☐

(A) INDIVIDUAL APPLICANTS (fill in as applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
I am 18 years old or over				<input type="checkbox"/>	Please tick yes
Current postal address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

SECOND INDIVIDUAL APPLICANT (if applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
I am 18 years old or over					<input type="checkbox"/> Please tick yes
Current postal address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

(B) OTHER APPLICANTS

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

Name
Brunel Rooms Swindon Limited
Address
1 Havelock Square Swindon Wiltshire SN1 1LE
Registered number (where applicable)
08527994
Description of applicant (for example, partnership, company, unincorporated association etc.)
Limited Company
Telephone number (if any)
07921 555509
E-mail address (optional)
helene@brunel-rooms.co.uk

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
A	S	A P

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

DD	MM	YYYY
1	1	1 1 1 1

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

The Brunel Rooms is a large capacity (approx. 1800) Nightclub situated in Swindon Town centre, It is a three store building with the main entrance located on the ground floor, a smaller capacity club to the first floor with the main nightclub situated on the second floor. The nightclub is in an area with other commercial properties and forms part of the main shopping area (The Brunel Centre). There is a small outdoor smoking terrace for customers located on the second floor. The Nightclub (currently closed) caters for guests who want to dance with 3 bars serving alcohol, in the main room on the second floor, and 2 bars serving alcohol on the first floor.

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

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

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

Provision of regulated entertainment

Please tick any that apply

- a) plays (if ticking yes, fill in box A) ☒
- b) films (if ticking yes, fill in box B) ☒
- c) indoor sporting events (if ticking yes, fill in box C) ☐
- d) boxing or wrestling entertainment (if ticking yes, fill in box D) ☒
- e) live music (if ticking yes, fill in box E) ☒
- 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 late night refreshment (if ticking yes, fill in box I) ☒

Supply of alcohol (if ticking yes, fill in box J) ☒

In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 6)			<u>Will the performance of a play take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Mon	10:00	23:00	<u>Please give further details here</u> (please read guidance note 3)		
Tue	10:00	23:00			
Wed	10:00	23:00	<u>State any seasonal variations for performing plays</u> (please read guidance note 4)		
Thur	10:00	23:00			
Fri	10:00	23:00	<u>Non-standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Sat	10:00	23:00			
Sun	10:00	23:00			

B

Films Standard days and timings (please read guidance note 6)			<u>Will the exhibition of films take place indoors or outdoors or both – please tick</u> (please read guidance note 2)		Indoors <input checked="" type="checkbox"/>
					Outdoors <input type="checkbox"/>
					Both <input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3)		
Mon	10:00	01:00			
Tue	10:00	01:00			
Wed	10:00	01:00	<u>State any seasonal variations for the exhibition of films</u> (please read guidance note 4)		
Thur	10:00	04:00			
Fri	10:00	04:00	<u>Non-standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
			Sundays immediately prior to Bank Holiday Mondays 10:00 to 04:00		
Sat	10:00	04:00			
			New Year's Eve, from the end of permitted hours until the start of permitted hours on New Year's Day.		
Sun	10:00	01:00			
			An "all night event" may be held on up to 6 times per calendar year, where the police and licensing authority have been notified a minimum of 4 weeks in advance. Films will be exhibited during the "all night event" from 10:00 to 06:00. We would be willing to help police with costs involved.		

C

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

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 6)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3) Boxing events / matches run by a registered boxing club		
Mon	19:00	23:00			
Tue	19:00	23:00	State any seasonal variations for boxing or wrestling entertainment (please read guidance note 4)		
Wed	19:00	23:00			
Thur	19:00	23:00	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)		
Fri	19:00	23:00			
Sat	19:00	23:00			
Sun	19:00	23:00			

E

Live music Standard days and timings (please read guidance note 6)			<u>Will the performance of live music take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3) Amplified live music will be played occasionally when we have live band nights / events.		
Mon	10:00	01:00			
Tue	10:00	01:00	<u>State any seasonal variations for the performance of live music</u> (please read guidance note 4)		
Wed	10:00	01:00			
Thur	10:00	04:00	No		
Fri	10:00	04:00			
Sat	10:00	04:00	<u>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</u> (please read guidance note 5) Sundays immediately prior to Bank Holiday Mondays 10:00 to 04:00		
Sun	10:00	01:00			
			New Year's Eve, from the end of permitted hours until the start of permitted hours on New Year's Day. An "all night event" may be held on up to 6 times per calendar year, where the police and licensing authority have been notified a minimum of 4 weeks in advance. Live music will be played during the "all night event" from 10:00 to 06:00. We would be willing to help police with costs involved.		

F

Recorded music Standard days and timings (please read guidance note 6)			<u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u> (please read guidance note 2)		Indoors <input checked="" type="checkbox"/>
					Outdoors <input type="checkbox"/>
					Both <input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3)		
Mon	10:00	01:00	Pre-recorded music will be played mainly in the club. We will have resident & guest DJs.		
Tue	10:00	01:00			
Wed	10:00	01:00	<u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 4)		
Thur	10:00	04:00			
Fri	10:00	04:00	<u>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</u> (please read guidance note 5)		
Sat	10:00	04:00	Sundays immediately prior to Bank Holiday Mondays 10:00 to 04:00		
Sun	10:00	01:00	New Year's Eve, from the end of permitted hours until the start of permitted hours on New Year's Day.		
			An "all night event" may be held on up to 6 times per calendar year, where the police and licensing authority have been notified a minimum of 4 weeks in advance. Recorded music will be played during the "all night event" from 10:00 to 06:00. We would be willing to help police with costs involved.		

G

Performances of dance Standard days and timings (please read guidance note 6)			<u>Will the performance of dance take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3) Professional dancers will be used in some performances on both recorded and live music nights.		
Mon	10:00	01:00			
Tue	10:00	01:00	<u>State any seasonal variations for the performance of dance</u> (please read guidance note 4)		
Wed	10:00	01:00			
Thur	10:00	04:00	<u>Non-standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</u> (please read guidance note 5) Sundays immediately prior to Bank Holiday Mondays 10:00 to 04:00 New Year's Eve, from the end of permitted hours until the start of permitted hours on New Year's Day An "all night event" may be held on up to 6 times per calendar year, where the police and licensing authority have been notified a minimum of 4 weeks in advance. Performances of Dance may take place during the "all night event" from 10:00 to 06:00. We would be willing to help police with costs involved.		
Fri	10:00	04:00			
Sat	10:00	04:00			
Sun	10:00	01:00			

H

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

I

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	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon	23:00	01:00	<u>Please give further details here</u> (please read guidance note 3) We will have a small diner serving burgers, hot dogs, fries & crepes inside the main room of the club & a hot dog stand in the entrance. When we hold events we may offer other catering options, either produced on site or off site caterers.		
Tue	23:00	01:00			
Wed	23:00	01:00	<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 4)		
Thur	23:00	04:00			
Fri	23:00	04:00	<u>Non-standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u> (please read guidance note 5) Sundays immediately prior to Bank Holiday Mondays 23:00 to 04:00 New Year's Eve 23:00 to 05:00		
Sat	23:00	04:00			
Sun	23:00	01:00	An "all night event" may be held on up to 6 times per calendar year, where the police and licensing authority have been notified a minimum of 4 weeks in advance. Late Night Refreshment will be provided during the "all night event" from 23:00 to 05:00. We would be willing to help police with costs involved.		

J

Supply of alcohol Standard days and timings (please read guidance note 6)			Will the supply of alcohol be for consumption – please tick (please read guidance note 7)		On the premises	<input type="checkbox"/>
			Alcohol will be mainly consumed inside, but will be permitted on the smoking terrace.		Off the premises	<input type="checkbox"/>
					Both	<input checked="" type="checkbox"/>
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 4)			
Mon	10:00	01:00				
Tue	10:00	01:00				
Wed	10:00	01:00				
Thur	10:00	04:00				
Fri	10:00	04:00				
Sat	10:00	04:00				
Sun	10:00	01:00	Non-standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 5)			
			Sundays immediately prior to Bank Holiday Mondays 10:00 to 04:00			
			New Year's Eve, from the end of permitted hours until the start of permitted hours on New Year's Day.			
			An "all night event" may be held on up to 6 times per calendar year, where the police and licensing authority have been notified a minimum of 4 weeks in advance. Alcohol will be supplied during the "all night event" from 10:00 to 06:00. We would be willing to help police with costs involved.			

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor:

Name	
Nathan Hatter	
Address	
15 Hollinshed Place Grange Park Swindon	
Postcode	SN5 6DD
Personal licence number	
881080139PERSON	
Issuing licensing authority	
Swindon Borough Council	

K

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

We may hold a burlesque event or hold hen/stag parties that may involve strippers/exotic dancers. We may have promotions people with limited clothing coverage selling goods ro promoting adult nights/ entertainment / goods.

L

Hours premises are open to the public Standard days and timings (please read guidance note 6)			<u>State any seasonal variations</u> (please read guidance note 4)
Day	Start	Finish	
Mon	10:00	01:30	
Tue	10:00	01:30	
Wed	10:00	01:30	
Thur	10:00	04:30	
Fri	10:00	04:30	<u>Non-standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u> (please read guidance note 5)
Sat	10:00	04:30	
Sun	10:00	01:30	

Sundays immediately prior to Bank Holiday Mondays 10:00 to 04:30

New Year's Eve from the end of permitted hours until the start of permitted hours on New Year's Day.

An "all night event" may be held on up to 6 times per calendar year, where the police and licensing authority have been notified a minimum of 4 weeks in advance. The opening hours will be 10:00 to 06:30. We would be willing to help police with costs involved.

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

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

Plastic containers apart from cocktail lounge.
Good & well positioned security staff.
Challenge 25.
Taxi telephone freephone.
Fire Risk Assessment.
CCTV.
Evacuation Policy.
Dispersal Policy (See attached)
Training to prevent sales of alcohol to under 18.
Customer removal policy.
First aid risk assessment.
Venue policies: Drugs policy, Registration to night safe, Head cam, Intercom for Pubwatch, Personal & Pubwatch meetings.

b) The prevention of crime and disorder

Minimum 6-8 door staff to customers number of 600, then increasing one member per 100 customers.
Door staff positioned at every exit and entry point to rooms, stairways and to the outside.
Challenge 25.
Radio control.
Polycarbonate glasses everywhere except cocktail bar, which will be manned by security on entrance and exit.
Dispersal procedure in place at the end of the night from immediate area.
CCTV coverage retained for 30 days.
Drugs detection dogs on big events and metal detectors.

c) Public safety

Means of escape easily visible.
Keep all exits clear and unobstructed.
Fire risk assessments to be carried out.
If removing a female, try and get a friend to go with her.
Provide Freephone taxi in club.
Food on exist to help sober up.
Control of numbers between floors.
First aid risk assessment.
First aider onsite.

d) The prevention of public nuisance

The club is not within a residential area, however we will implement a dispersal police to make sure people depart from the direct area after closing.
Provide a direct Freephone taxi telephone within the club.
We will make sure litter is removed from around the exit.
Door staff will direct people to taxis ranks.
We will also offer a dedicated number for residential occupants nearby if they do have any noise complaints.

e) The protection of children from harm

Offer nappy nights to U18s.

U18s on a weekend and normal over 18 nights will not be permitted access to the club after 19:00 unless special functions/nappy nights.

Challenge 25.

On nappy nights all pumps and optics will be covered over.

Have a female security officer on nappy nights.

12 midnight close on all nappy nights.

Searching with metal detectors on nappy nights & no entry if there is any sign they have been drinking.

Checklist:

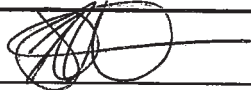
Please tick to indicate agreement

- I have made or enclosed payment of the fee. ☒
- I have enclosed the plan of the premises. ☒
- I have sent copies of this application and the plan to responsible authorities and others where applicable. ☒
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable. ☒
- I understand that I must now advertise my application. ☒
- I understand that if I do not comply with the above requirements my application will be rejected. ☒


IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING 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 4 – Signatures (please read guidance note 10)

Signature of applicant or applicant's solicitor or other duly authorised agent (see guidance note 11).
If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	30.5.13
Capacity	Director of Brunel Rooms Swindon Ltd

For joint applications, signature of 2nd applicant 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	30.5.13
Capacity	Director of Brunel Rooms Swindon Ltd

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 13)

Helene Simpkins
4 The Maltings
Wanborough

Post town	Swindon	Postcode	SN4 0AF
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Telephone number (if any)	07921 55 55 09
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If you would prefer us to correspond with you by e-mail, your e-mail address (optional)

helene@brunel-rooms.co.uk

Notes for Guidance

1. Describe the premises, for example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
3. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
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 the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
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 or 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, each of the applicant or their respective agent must sign the application form.
13. This is the address which we shall use to correspond with you about this application.

Consent of individual to being specified as premises supervisor

I Nathan Hatter

[full name of prospective premises supervisor]

of 15 Holinshed Place
Grange Park
Swindon
Wilts
SN25 2LU

[home address of prospective premises supervisor]

hereby confirm that I give my consent to be specified as the designated premises supervisor in relation to the application for

Premises Licence

[type of application]

by

Brunel Rooms Ltd

[name of applicant]

relating to a premises licence

[number of existing licence, if any]

for

Brunel Rooms
1 Havelock St
Swindon
Wilts
SN1 1LE

[name and address of premises to which the application relates]

and any premises licence to be granted or varied in respect of this application made by

Brunel rooms ltd
[name of applicant]

concerning the supply of alcohol at

Brunel Rooms
1 Havelock St
Swindon
SN1 1LE

[name and address of premises to which application relates]

I also confirm that I am applying for, intend to apply for or currently hold a personal licence, details of which I set out below.

Personal licence number

881080139 PERSON
[insert personal licence number, if any]

Personal licence issuing authority

Swindon Borough Council
[insert name and address and telephone number of personal licence issuing authority, if any]

Signed

Nathan Hatter

Name (please print)

NATHAN HATTER

Date

15/05/13

Dispersal Procedure for The Brunel Rooms, Swindon - May 2013

Introduction

It is acknowledged by Brunel Rooms Limited that there may be a conflict between the legitimate right of the Premises Licence Holder named to provide entertainment and other licensable activities and the equally legitimate right of neighbours to enjoy their homes and businesses without disturbance.

Brunel Rooms Limited also acknowledges that popular venues are potential sources of nuisance, antisocial behaviour and crime which may create concern for the immediate neighbourhood, its residents and the relevant authorities.

Therefore, Brunel Rooms Limited will ensure a **Dispersal Procedure** (around the terminal hour) is prepared.

Definition

The Dispersal Procedure is not to be confused with The Evacuation Procedure, any design standard, any other operational policies or any agreed/enforced rules or guidelines.

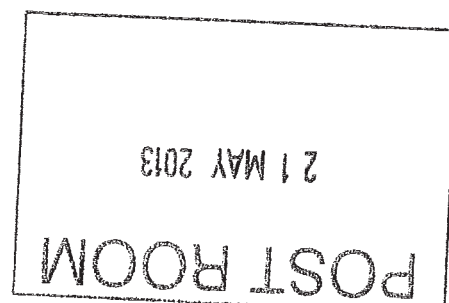
The Dispersal Procedure (around the terminal hour) is dedicated to make the maximum contribution by exercising pro-active measures, towards and at the end of trading, to move customers from the venue and its immediate area in such a way as to cause minimum disturbance or nuisance to neighbours, both residential and business, and to make the minimum impact upon the neighbourhood in relation to potential nuisance, antisocial behaviour and crime.

The relevance of the time of closure is recognised as meriting this special attention and concern.

This procedure document is specific to this venue and its locality.

The Dispersal Procedure has been formulated by the local management in conjunction with senior representatives of the unit. It will be discussed with the licensing officers of the local council and police and in place prior upon implementation.

The Dispersal Procedure is subject to review and will address problems and concerns as they are identified in order to establish a permanent reduction or elimination.



Dispersal Procedure Document

1. Relevance of Licensing Conditions:

We will ensure that the conditions of the Premises Licence, around the terminal hour, are strictly adhered to. This will be operated to encourage the dispersal of patrons gradually, both during the last part of trading and following the end of bar service.

During the last 30 minutes of bar service the points in each bar will be reduced and certain staff re-allocated to collecting glasses or offer customer service in the cloakroom to assist customer departure. A series of measures will be implemented to assist dispersal throughout this period and the 'drinking-up' time.

2. End of Evening Operational Policies:

We will use volume levels, type of music played and variation of lighting levels to encourage the gradual dispersal of patrons during the last part of trading and during the drinking-up period.

DJ announcements may be used to both encourage a gradual dispersal and to remind customers of consideration for neighbours.

3. Cloakroom:

The cloakroom is situated in order to assist the swift return of coats. Management and operation of the cloakroom plays an important part in the dispersal process. (Staffing and control systems are increased in the period prior to bar closure.)

4. Notices at Exit:

In line with company policies, highly visible notices are placed in the foyer requesting exiting customers to leave quietly and to respect neighbours and their property.

5. Door Supervisors:

We will develop practices which:

- will encourage customers to drink-up and progress to the exit within a venue throughout the latter part of drinking-up time;
- will draw the attention of exiting customers to the notices in the foyer and ask them to be considerate;
- will ensure the removal of all bottles and glasses from any customer who attempts to leave the venue carrying one. (Excluding plastic bottles containing Water). A table and bottle skip will be positioned just inside the venue by the door to the foyer to collect glasses/bottles;
- will actively encourage customers not to assemble outside the venue;
- will direct customers to the nearest taxi ranks or other transportation away from the area.

6. Measures to Promote Customer Dispersal and Safety:

Road Safety:

- Taxi Rank & Car Parking: There will be a taxi rank situated just outside our front door, and a public car park opposite.

7. Marshals: (See area marked on map)

A Marshal is a patrolling security officer wearing high visibility clothing, who works close to the venue in a designated area and is in direct communication with the venue management. Their aim is to create a highly visible presence and to communicate, rather than deal with potential problems. Often their role is just to encourage our customers to disperse quickly and quietly but they have the added bonus of deterring persons who have not utilised our venue visiting the area.

This will always be in negotiation with the police and residential neighbours. This will be reviewed on an ongoing basis.

8. Rubbish Patrol: (see area marked on map)

The venue does send out a 'Rubbish Patrol' following closure. They pick up bottles and food wrappings in a designated area and sweep the pavement to clear cigarette debris.

On rare occasions this patrol may be faced with the result of antisocial behaviour such as vomiting and urination. This will be cleared by use with a mop and bucket containing a disinfectant solution.

9. Staff:

Consideration will be given to procedures for staff departures.

10. Training:

Training at all levels will be conducted to ensure understanding and implementation of the unit specific Dispersal Procedure.

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Brunel Rooms Swindon Limited
1 Havelock Square,
Swindon,
SN1 1LE

Swindon Police Station Gablecross

Shrivenham Road
South Marston
Swindon
Wiltshire SN3 4RB
Telephone: 101
Ext: 760417
Direct Dial: 01793 507874
Facsimile: 01793 507892
DX: 132780

Date 6th June 2013

Dear Sir/Madam,

APPLICATION FOR A PREMISES LICENCE 1 HAVELOCK SQUARE, SWINDON

Thank you for your application for a premises licence which was received on the 3rd June 2013. The application alongside the plans for the premises have been carefully considered within the Police Licensing Team together with the Policing Sector Commander. The following issues remain a concern.

On the application you have indicated that you wish to remain open until 0400hours Thursday, Friday and Saturday and on 6 occasions a year remain open until 0630hours. There are high levels of alcohol related crime within the town centre area and these hours will serve to exacerbate that position further. It is widely accepted that the later people are able to consume alcohol and remain in an area the more incidents of crime and disorder occur.

We have met several times over the last two months to provide advice, discuss our concerns and have also provided you with a list of conditions that we consider necessary in order to prevent crime and disorder occurring in the area of this premise.

The application for the premises licence does not take into account all of these conditions and does not appear to consider the negative impact a large capacity premise such as the Brunel Rooms will have on the area.

Wiltshire Police have a number of other concerns including the premises licence holder's lack of experience in running a nightclub with a capacity of 1600 persons.

There has been a lack of information provided by the applicants when they have been asked for detailed policies and procedures, essential for the safe running of an establishment of this size and nature.

The dispersal procedure that was received along with the application appears to be a direct lift of Luminar Leisure's document that was received by Wiltshire Police at the review hearing of Liquid and Envy in 2010.

It was disappointing to note that the section including the promotion of customer dispersal and safety has been omitted making the document one of general policy and not specific to the location of Havelock Square. At the current time the area of Havelock Square at night where the premises customers will exit into is dark and unlit and unsafe for a large nightclub to operate.



Wiltshire Police request that the applicants agree a closing time of 0300hours in order to support the licensing objectives of the prevention of crime and disorder and public safety.

To coincide with the opening hours it is also necessary to attach conditions to the licence in addition to those included in the application form. We understand the need for conditions to be relevant and necessary to promote the licensing objectives. It is also recognised that conditions are set for the objectives to succeed and not to hinder the operation of the business.

If no agreement can be reached regarding the above an objection to the licence will be made by Wiltshire police. If the application is successful any increase in crime and disorder and public nuisance may be attributed to the premise.

If you have any queries regarding the above please do not hesitate to contact me on 01793 507874. I will also send a copy of this letter to the Licensing officer at Swindon Borough Council.

Yours sincerely,

Siân Kalyuka
Police Licensing Officer



Conditions for Brunel Rooms Swindon

1. The Designated Premises Supervisor or another identified responsible person who holds a valid Personal Licence is to be present at the venue during all key trading times.
2. The Premises Licence holder will develop, implement and maintain a detailed Management Plan which must include the command structure and responsibilities, risk assessments, policies and procedures to enable the Premises Licence holder to comply with the four licensing objectives. Such plan to be available for inspection upon request by the Police and Licensing Authority and to be accessible to all staff.
3. The above management plan is to include a drugs and search policy developed in consultation with the Police and shall include provision for the searching of any person entering the premises with clothing or bags that are capable of concealing banned items. The policy shall make provision for personal and premises searches, the detention of individuals and banned items and the mechanisms which will be used to liaise with the Police over seizures, searches and detentions.
4. No staff shall be permitted to sell alcohol until they have completed training upon induction, designed to ensure that no person who is unduly intoxicated is sold alcohol and to ensure that they understand the 'Challenge 25' policy. Those staff shall receive refresher training every three months. Records of this training shall be kept at the premises and shall be made available to officers of any of the responsible authorities on request.
5. A Challenge 25 policy shall be operated. No member of staff shall be permitted to sell alcohol until trained in the operation of the Challenge 25 policy. Any person who appears to be under the age of 25 who attempts to buy alcohol shall be challenged to provide age verification in the form of a passport, photo driving licence or PASS accredited card. Where proper verification is not provided the sale shall be refused. A record of the refusal shall be kept in a refusals book, identifying the member of staff who refused the sale.
6. An ID scanner machine will be installed in the premises and be in operation every day the premises is open to the public.
7. Polycarbonate, shatter-to-safe, plastic, paper or other inherently safer types of container shall be used after 22:00hrs. In VIP areas, the use of toughened glass is permitted. Arrangements shall be put in place to ensure that toughened glass is not removed from a VIP area and taken into a non-VIP area. No restriction is placed on vessels used at any private function or event.
8. All bottled drinks shall be decanted into plastic vessels unless the bottles are also plastic.
9. All door supervisors shall wear high visibility clothing when on duty, sufficient to mark them out easily as being security staff.

10. A written record shall be kept on a daily basis, showing which door supervisors are on duty and during which times. The record shall include names of the door supervisors for each shift. In addition, the record shall include a list, showing Security Industry Authority licence numbers against each name.
11. A dispersal policy shall be formulated in conjunction with the Police and shall be applied with the objective of ensuring the safe and quiet dispersal of customers, at the end of the evening.
12. A Taxi Marshall shall be employed to ensure the orderly dispersal of customers at the taxi rank in Davis Place an hour prior to closing on any evening the premises is open to the public. The NTE Police Supervisor should be contacted before the Marshall finishes the duty.
13. CCTV equipment which is fit for purpose and which covers all trading areas, smoking areas and entrance areas shall be provided and maintained in working condition when the premises are open for business. The CCTV product will be maintained for a minimum of 28 days and shall be provided to enforcement bodies on request. There must be a person on the premises able to download CCTV at all times the premises is open for trading.
14. An incident book shall be kept and entries shall be made of any instances of disorder, together with a record for any person who is detained on the premises or who is escorted from the premises. This must be a bound book with sequentially numbered pages. The log shall record the date and time and brief details. The names of the staff who dealt with the matter shall be recorded against each incident. The book shall be kept on the premises and shall be shown to any authorised officer on request, at any reasonable time.
15. No ashtrays manufactured from glass or any other heavy material which might facilitate their use as weapons shall be placed in any smoking area.
16. The premises shall have a minimum of 6 door staff on duty from 22.30 hours when the number of persons in the venue reaches 450 the following number of door supervisors shall be provided -
 - a. Two door supervisors positioned at the entrance to the premises and
One at the top of the stairs monitoring the VIP area, cloakroom
and stairs;
 - b. One Door Supervisor in the main room overlooking the dance floor;
Two overseeing the bar areas and one circulating around the main room
 - c. One door supervisor positioned in the smoking area and one on the
other side of the VIP area;

d. When the second room is open, a minimum of two door staff must be within.

When a special event takes place, door staff numbers shall be decided on a risk assessed basis. The risk assessment should be documented and available to officers on request.

17. A minimum of two floor-walkers shall be deployed at the premises from 22:00hrs onwards [subject to a reduction at very low occupancy levels]. Their core duties shall include an obligation to remove finished receptacles promptly and to report to a door supervisor or manager if they see any customer unduly intoxicated, to enable a suitable response, including removal of that customer from the premises where appropriate. A system shall be in place, requiring floor-walkers to log their activity.
18. Alcoholic drinks promotions, which encourage rapid and/or over consumption of alcohol are forbidden
19. A 'headcam' shall be worn by a door supervisor who is normally stationed at the entrance to the premises and where possible that door supervisor shall attend any significant incident which takes place in or at premises, when open for business.
20. Copies of any headcam recordings shall be retained for a period of 28 days [or as otherwise dictated by the Office of the Information Commissioner] and shall be provided within seven days to an officer of one of the responsible authorities, on request.
21. A last admission time of 01:30hrs shall apply every day.
22. Anyone under the age of 18 should not have access to an area where alcohol is available.
23. The premises licence holder will ensure that no off sales or open containers are taken from the premises.
24. The Designated Premises Supervisor will belong to the Pub watch scheme and any alternative area network designed to promote the licensing objectives. The DPS will attend a majority of Pub watch meetings in each calendar year and will comply with the terms of the Pub watch scheme regarding the exchange of information and enforcement of banning procedures
25. The licensee shall ensure security arrangements are sufficient to discourage the sale and consumption of controlled substances; for example they have a member of staff dedicated to carrying out regular checks in the toilet areas.

26. Live monitoring of those entering and leaving the venue during large events shall be undertaken. Net occupancy figures shall be updated every 30 minutes and those figures shall be provided to an enforcement officer, on request.
27. At least 4 weeks notice will be provided to Wiltshire Police in the case of large scale acts/events that are likely to draw high numbers to the premises. A risk assessment will be provided to the Police Licensing Department describing the steps to be taken by the premises to ensure a safe event.
28. On large scale events a drugs detection dog and metal detectors shall be in operation.

From: Damon Green
Sent: 24 June 2013 14:49
To: Kathryn Ashton
Subject: RE: Brunel Rooms

Hello Kathryn

We have a long history of complaints, and identified Statutory Nuisance, from low bass noise from this premises throughout the time that it was open (2008 – 2011), and I am subsequently concerned that the same will occur again.

All of the issues were experienced by residents of David Murray John Tower (residential). Acoustics surveys were done in the past, but I don't have copies of them. The complaints all related to low bass noise, and vibration transmitted through the structure; which was witnessed by EHO's back in 2008 – 2011.

I would be reluctant to support this without some robust investigations, and subsequent mitigations for low frequency noise especially.

I would like to see an acoustics report and hard controls in place; perhaps in the form of noise limiting devices (esp bass levels), and isolation of sound kit from the structure.

Damon

Damon Green

Team Leader Environmental Enforcement

**Swindon Borough Council
Wat Tyler House West 5th Floor
Beckhampton Street
Swindon
SN1 2JG**

Tel: 01793 466102

www.swindon.gov.uk

 Please consider the environment before printing this email

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Sent: 07 June 2013 20:40
To: Licensing D Division
Subject: Brunel Centre Nightclub - Swindon

Dear Ms Kalyuka

I strongly wish to object to the proposed re-opening of the night club in the Brunel Centre Swindon.

I have lived in the David Murray John Tower for 10 years, and throughout the periods when the club has been opened I have suffered a lack of sleep each night it has been open through continuous noise disturbance.

The Environmental Noise Officers at Swindon Borough Council proved next to useless as they appeared to scared to take on the venue owners by issuing Noise Abatement notices.

I am also concerned that should a license be granted, that those who go for a smoke on the roof will undoubtedly cause a rise in unacceptable noise, as proved from mine and others previous complaints.

Yours sincerely

Gareth Drinkwater

1

Sent: 12 June 2013 17:20
To: Robin Grey
Subject: RE: Brunel Centre Nightclub - Swindon

Dear Robin

My address is:

David Murray John Tower

Yours sincerely

Gareth Drinkwater

Sent: Friday, June 07, 2013 1:20 PM
Subject: re: proposed opening of Brunel Rooms

I was very disturbed to read in yesterday's Swindon Advertiser that a planning application had been put in to re-open the Brunel Rooms, hoping to open until 4.30 a.m. on certain days.

In the article it was quoted that there were 'no Residents nearby and it would not be a noise nuisance', but all of us in the David Murray John Tower live on top of the Brunel Rooms and it used to be very noisy at week-ends when 'Liquid Envy' occupied these rooms, especially when they had the roof opened!

I appreciate that a lot of people do not realise that the Tower is Residential and more importantly that noise carries upwards, so we are bombarded with all sorts of noise, (particularly from the Big Screen) which is fine during the day, but definitely not in the night, especially for those of us elderly Residents.

I speak on behalf of all the residents here in the Tower and would ask that this application, if granted, closes at a reasonable hour, eg. midnight.

Looking forward to your reply,

Yours Sincerely,

Mrs Shirley Roberts. (no

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Sent: 27 June 2013 12:52
To: E & P Licensing
Subject: BRUNEL ROOMS

Categories: Forwarded to Licensing Officer

Hi I live in the DMJ Tower and my bedroom faces the Brunel Rooms, so I wish to inform you that I am totally against the re-opening of the Brunel Rooms. When it was Liquid Envi the base from the music vibrated through by bed and if that was not bad enough the screaming and shouting from the people outside in the smoking area was even worse keeping me awake to the very early hours of the morning. Also it was bad enough when it was open till 2am let alone talking about opening till 4/5am with the music being much louder from a new sound system.

If you wish to contact me regarding the above, please do so on : or if you prefer email me at :

Regards

Miss Jennifer Stevenson
DMJ Tower

Sent from my iPad

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