

Licensing Act 2003 – Application for a new Premises Licence

**'Dome Tea Room & Function Rooms'
21 Marine Parade
Worthing, BN11 3PT**

Report by the Interim Director for Communities

1. Recommendation

- 1.1 That a Sub Committee of Licensing & Control Committee “B” consider and determine the application made on behalf of :

The Worthing Dome Limited

for a new Premises Licence to authorise the sale of alcohol.

2. Reasons for Hearing

- 2.1 The application has been the subject of formal representation by two responsible authorities and an interested party and it therefore falls to this sub-committee to determine.

3. Background

- 3.1 An application was made on behalf of The Worthing Dome Ltd. to the Licensing Authority, Worthing Borough Council, on 12 May 2022 for the grant of a new premises licence.
- 3.2 The tea room and function rooms were previously licensed between December 2007 and November 2021. However, the premises licence was surrendered by the outgoing tenant in November 2021.

- 3.3 The premises adjoin the Dome Cinema. The applicant is proposing to re-open the cafe and function rooms. The unit comprises a ground floor cafe with an open pavement forecourt area to the front. The first and upper floors contain a number of function rooms and a large trade balcony. The premises is a popular venue for weddings and functions.
- 3.4 Marine Parade is a busy mainly commercial street with some residential dwellings and accommodation above some of the businesses. It contains a hotel, the main bus depot, a number of shops and a large variety of bars, cafes and restaurants.
- 3.5 Attached to the report are:
- A plan & photos of the area (Appendix A)
 - A plan of the site (Appendix B)
 - A copy of the application (Appendix C)
 - The representations made by the Responsible Authorities (Appendix D)
 - The representations received from Worthing Pubwatch (Appendix E)
 - Details of the mediation conducted (Appendix F)

4. The Application

- 4.1 The Application is attached at Appendix C. However, in summary, the application is seeking authorisation for:
- Sale of alcohol:
 - 09:00 hrs to 02:00 hrs (of the following morning) Monday - Sunday incl.
 - Regulated Entertainment (films, live music, recorded music & dance):
 - 09:00 hrs to 02:00 hrs (of the following morning) Monday - Sunday incl.
 - Late Night Refreshment:
 - 23:00 hrs to 02:00 hrs (of the following morning) Monday - Sunday incl.
 - Opening to the Public:
 - 09:00 hrs to 02:15 hrs (of the following morning) Monday - Sunday incl.

4.2 As recommended by the Guidance issued under section 182 of the Licensing Act 2003 the applicant has completed an operating schedule as to how it is intended to address the Licensing Objectives if this application were granted.

4.3 The proposed designated supervisor (DPS) is [REDACTED] who holds a Personal Licence issued by Worthing Borough Council and is the DPS of the Dome Cinema.

5. Promotion of the Licensing Objectives

- 5.1 The Licensing Act 2003 and regulations require that the Council, as local licensing authority, carries out its functions with a view to promoting the four licensing objectives:
- the prevention of crime and disorder;
 - public safety;

- the prevention of public nuisance;
- the protection of children from harm.

5.2 In carrying out its licensing functions, the licensing authority must also have regard to the Guidance issued by the Secretary of State and its own Statement of Licensing Policy. Members are advised that the following sections of the Worthing Borough Council's Policy may be particularly relevant to consideration of this matter, though of course the Policy in its entirety must be considered. Sections indicated relate to paragraph numbers in the Policy itself:

Prevention of Crime & Disorder

- 4.8 *The Council places huge importance on the prevention of crime and disorder. A high standard of control is, therefore, expected to be exercised over licensed premises.*
- 4.10 *In accordance with Section 17 of the Crime and Disorder Act 1998 the Council is under a duty to exercise its functions with due regard to the likely effect on, and the need to do all it reasonably can to prevent, crime and disorder in its areas. The possible crime and disorder implications are clearly relevant factors in the consideration of all applications and this is re-emphasised by the Licensing Act 2003 itself, the Guidance issued under section 182 to the Act and this policy. The Council will give "due regard" to all possible implications and its Licensing & Control Committee will always consider all the information available and relevant representations made, including those from interested parties and the responsible authorities, particularly the Police.*
- 4.11 *In their role as a responsible authority, Sussex Police are an essential source of advice and information on the impact and potential impact of licensable activities in the borough, particularly on the crime and disorder objective. The police have a key role in managing the night-time economy and usually have good working relationships with those operating in the local area. The council recognises that Sussex Police are the licensing authority's main source of advice on matters relating to the promotion of the crime and disorder, but may also be able to make relevant representations with regards to the other licensing objectives if they have evidence to support such representations. The Council will accept all reasonable and proportionate representations made by the police unless the authority has evidence that to do so would not be appropriate for the promotion of the licensing objectives. However, it remains incumbent on the police to ensure that their representations can withstand the scrutiny to which they would be subject at a hearing.*
- 4.16 *The Licensing Authority recognises that the Licensing Act is not the primary mechanism for the general control of nuisance and anti-social behaviour by individuals once they are away from licensed premises. Nonetheless, it is a key aspect of such control and licensing law will always be part of a holistic approach to the management of the evening and night time economy in town centres.*

Prevention of Public Nuisance

- 4.24 *Licensed premises, especially those operating late at night and in the early hours of the morning, can cause a range of disturbances impacting upon people living, working or sleeping in the vicinity of the premises or wider afield.*
- 4.25 *Noise disturbance can arise from entertainment or activities held within licensed premises and also from people or motor vehicles outside licensed premises. The Council will expect Operating Schedules to address these issues. Advice and guidance can be obtained from Licensing Officers or the Council's Environmental Protection Team. If representations are received the Council may utilise appropriate conditions to control noise disturbance and the use of such conditions will depend upon the activities/entertainment/hours of operation proposed; the nature of the locality; and existing background noise levels and ambient noise levels. Noise control conditions may include the satisfactory sound insulation of licensed premises; compliance with maximum noise levels; and limiting hours of operation.*
- 4.26 *When addressing public nuisance the applicant should initially identify any particular issues (having regard to their particular type/construction of their premises, proposed activities and nature of locality) which are likely to adversely affect the promotion of the objective to prevent public nuisance. Such steps as are required to deal with these identified issues should be included within the applicant's Operating Schedule.*
- 4.27 *Anti-social behaviour such as excessive noise from access and egress or patrons littering should also be addressed in the Operating Schedule.*

DEMAND, SATURATION & HOURS

- 6.1 *In accordance with the Government's guidance the Council recognises that demand is not a relevant criterion in considering an application under the Act.*
- 6.4 *Consideration will be given to imposing stricter conditions in respect of noise control where premises are situated in mainly residential areas. This will particularly apply in circumstances where, having regard to the location, size and nature of the licensed premises, it is likely that disturbance will be caused to residents in the vicinity of the premises, or its environs, by concentrations of people either present or leaving during normal night-time sleeping periods (23.00hrs to 07.00hrs).*

SPECIFIC CONSIDERATIONS

Alcohol – On & Off Sales

- 7.1 *It is now a mandatory condition that all licence holders selling alcohol put in place an age verification policy for the premises. In some circumstances the Licensing Authority will impose, where necessary to promote the Licensing*

Objectives, implicit conditions on the checking of the age of those who appear under 21 or 25 to ensure that alcohol is not sold to those under 18 years of age.

7.2 *Licence holders need to have sufficient day to day control of operations at their premises. They will be held responsible for breaches of the licence and ensuring there is adequate staffing and training. The authorities will continue to use young people for the 'test purchasing' of alcohol and CCTV evidence, which has proved its usefulness in prosecutions for unlawful sales of alcohol. The likely consequences of a Review of licence for underage sales include the imposition of additional conditions such as the attendance of a personal licence holder, licence suspensions and in some cases revocation to act as deterrence.*

6. Consultation

6.1 The application has been subject to the statutory consultation and statutory public advertisement arrangements in accordance with the provisions of the Act, in respect of which relevant representations were received from the following:

- Responsible Authorities
 - Sussex Police
 - A&W Environmental Protection Team
- Other Persons
 - Worthing Pubwatch

7. Relevant Representations

7.1 Detail of the relevant representation received is reproduced at Appendices D & E. They are considered to relate to the statutory licensing objectives as follows:

- Prevention of Crime & Disorder
- Prevention of Public Nuisance

7.2 Sussex Police made a number of comments and listed a number of conditions that they consider are required to enable this premise to meet the licensing objectives if members were of a mind to grant a licence.

7.3 A&W Environmental Protection Team made a number of comments regarding the potential for late evening noise because whilst the premises are situated in an area which can at times be busy, it is nonetheless located in a mixed area of commercial and residential properties and any late night noise produced by customers and music both inside and outside the premises is likely to be audible within neighbouring properties and therefore could result in a public nuisance.

7.4 A representation was received from an interested party, Worthing Pubwatch, regarding possible crime & disorder implications that can be associated with late alcohol sales and the need for such premises to be members of Pubwatch and contribute to the town centre Taxi Marshal scheme.

7.5 The applicant and all those that made relevant representations have been formally notified of this hearing and invited to attend.

8. Mediation

8.1 The Licensing Act 2003 encourages mediation.

8.2 Sussex Police expressed some concerns regarding the application and sought a number of conditions to address the licensing objectives. These have now been successfully mediated with the applicant, The Worthing Dome Ltd., agreeing that if a licence were to be granted the following conditions would be placed on any licence as enforceable conditions of licence in addition to those included in the operating schedule.

- *Digital CCTV and appropriate recording equipment to be installed in accordance with Home Office Guidelines relating to UK Police Requirements for Digital CCTV System (PSDB Publication Number [REDACTED]), operated and maintained throughout the premises internally and externally to cover all public areas including:*
 - *any outside smoking area or customer queuing area on the pavement outside,*
 - *any outside tables and chairs area,*
 - *the entrance to the premises,*
 - *all stairways used by the public.*
- *The system shall be on and recording at all times the premises licence is in operation. The CCTV cameras and recording equipment must be of sufficient quality to work in all lighting levels inside and outside the premises at all times.*
 - *CCTV footage will be stored for a minimum of 31 days.*
 - *The management will give full and immediate cooperation and technical assistance to the Police in the event that CCTV footage is required for the prevention and detection of suspected or alleged crime.*
 - *The CCTV images will record and display dates and times, and these times will be checked regularly to ensure their accuracy. The clock on the CCTV system will be amended without delay at the beginning and end of British Summer Time.*
 - *Subject to GDPR guidance and legislation, the management of the premises will ensure that key staff are fully trained in the operation of the CCTV, and will be able to download selected footage onto a disk (or other electronic portable device acceptable to Sussex Police) for the police without difficulty or delay and without charge to Sussex Police.*
 - *Any breakdown or system failure will be notified to the police immediately & remedied as soon as practicable.*
 - *In the event of the CCTV system hard drive being seized as evidence as part of a criminal investigation by Sussex Police or for any other reason, the premises will be expected to install a replacement hard drive or a temporary replacement drive as soon as practicable.*
- *Security Industry Authority (SIA) door supervisors must be deployed at the premises at any time when the licence holder identifies by way of a suitable and sufficient written risk assessment that SIA door supervisors and other security measures are necessary. It must also consider busy periods such as Bank Holidays, Christmas and*

New Year, Seasonal Variations and other Town Centre Events along with any special events at the premises such as live music, discos, screening of sporting events and other similar functions or entertainment. The risk assessment will also cover any requirement for polycarbonate drinking vessels, ticket only events, entry restrictions and last entry times.

- *The written risk assessment must be available on the premises for inspection by police and authorised officers of the Licensing Authority. This written risk assessment is to be reviewed and updated as necessary and at least annually and must take into account information or guidance offered by the police and the licensing authority.*
- *All SIA registered door supervisors shall wear and operate body worn video cameras with a recording facility. The body-worn cameras will be recording all the time the door supervisors are on duty whether inside the premises or in the vicinity of the premises. All recordings shall be stored for a minimum period of 31 days, with date and time stamping. Viewing of recordings shall be made available upon the request of police, or authorised local authority officers, throughout the entire 31 days period. The premises will ensure there are sufficient spare batteries fully charged for the body worn cameras so there is no issue with cameras not recording due to flat batteries.*
- *Whenever SIA door supervisors are on duty, they must be provided in accordance with the following:*
 - *At a ratio of 1 per 100 customers or part thereof, although at all times with a minimum of two;*
 - *On duty until the premises has closed to the public, licensable activities has ceased and the venue is completely clear of patrons and all customers have dispersed from the immediate area;*
 - *Must wear clearly marked reflective jacket or tabard (and not just an armband) in order that they can be readily identifiable;*
 - *Must be equipped with clickers or other device(s) in order that they can accurately measure and ensure that the maximum capacity of the premises is complied with a written record being kept; and*
 - *Must monitor/supervise any queue of customers waiting to gain access to the premises.*
- *For the above condition and the purposes of the risk assessment as to the possible need for door staff, when the ground floor area and the upstairs area are both occupied, but being run as separate events, the need for door staff and the ratio, and number of door staff required may relate to the number of people occupying each area separately.*
- *SIA door supervisors shall complete incident logs prior to the end of their shift. Records shall be maintained at the premises containing the full name, date of birth, and SIA badge number of every Door Supervisor. The record shall include all dates and times when a Door Supervisor is employed. If Staff are employed through an agency the name and address of the agency must be included. The Door Supervisor records will be kept at the premises and made immediately available to officers of any responsible authority upon request.*
- *Those performing the role of door supervisor shall not perform any other role when engaged for the purpose of door supervision activities.*
- *Door supervisors shall be fully briefed prior to work with clear written instructions regarding their specific duties including an awareness of persons banned from the*

premises. These records shall be made available to the local licensing authority and/or Sussex Police upon request.

- *A member of the SIA door staff will monitor the outside smoking area whilst the premises licence is in operation or until the area has been emptied of patrons at closing time.*
- *Patrons will not be permitted to take drinks in open containers to consume outside on the pavement/public highway beyond the licensed area of the premises whilst smoking or otherwise congregating outside of the premises beyond the licensed area. The licensed area will include for this condition any permitted outside tables and chairs area during the permitted timings for the outside permitted tables and chairs area only.*
- *All furniture and barriers from any outside tables and chairs area will be completely removed from the pavement outside the premises at the end of permitted hours for the outside tables and chairs area.*
- *An incident log will be maintained by the premises showing a detailed note of incidents that occur in the premises and any refusals of alcohol. The incident log will be inspected and signed off by the DPS (or a person with delegated authority) at least once a month. The log book should be kept on the premises and be available for inspection at all times the premises are open by officers of any responsible authority. The incident log will record the following:*
 - *All crimes or incidents reported to or occurring at the venue including the immediate outside area and smoking area.*
 - *All ejections of patrons*
 - *Any complaints received*
 - *Any incidents of disorder*
 - *All seizure of drugs or offensive weapons*
 - *Any faults in the CCTV system*
 - *Any refusal of the sale of alcohol*
 - *Any visit by a relevant authority or emergency service*
- *The designated premises supervisor or a member of the management team who is a personal licence holder shall be present on the premises as the primary responsible person from 21:00 on Friday & Saturday evenings until closing.*
- *The premises management will ensure that any crime scene is preserved (without being cleaned), and cordoned off to preserve evidence until the police arrive.*

As a result Sussex Police have withdrawn their objections.

- 8.3 The applicant has contacted the other parties but no information regarding the progress of mediation between the applicant and other parties has been provided to date. Members will be informed if there are any developments.

9. Consideration

- 9.1 Members must take into consideration the following when determining this application:
- The four statutory licensing objectives.
 - Worthing Borough Council's Statement of Licensing Policy
 - Guidance issued by the Home Secretary

- The relevant representations from all parties and any mediated agreements reached.

9.2 These are the only matters to be addressed by the authority when considering this application. The statutory Licensing objectives are the only grounds on which representations can be made, and the only grounds on which an authority will be able to refuse an application or impose conditions in addition to statutory conditions and those proposed by the applicant in the Operating Schedule.

9.3 When considering this application for a premises licence the following options are available to the Sub-Committee:

- Grant the licence, as requested,
- Grant the licence, as requested, with additional conditions appropriate to the promotion of the specific licensing objectives on which relevant representations have been received.
- Reject the whole or part of the application.

Members may also:

- Grant the licence but exclude certain licensable activities from the licence,
- Refuse to specify a particular person as a premises supervisor,
- Approve different parts of the premises for different activities.

9.4 Members are required to give reasons for their decision.

10. Legal Implications

10.1 Under Section 181 and Schedule 5 of the Act, the following rights of appeal to the Magistrates' Court in respect of applications for a premises licence includes:

- (1) The applicant may appeal against any decision to modify the conditions of the licence.
- (2) The applicant may appeal against a rejection in whole or part of an application.
- (3) A person who has made relevant representations may appeal against a licence being granted, or against the modification or lack of modification of any conditions.

10.2 The Act allows for the local licensing authority to undertake a review following the grant of a premises licence, when requested to do so by a responsible authority, such as the police or the fire authority, or any other party, such as a resident living in the vicinity of the premises. The government's guidance states:

The proceedings set out in the 2003 Act for reviewing premises licences represent a key protection for the community where problems associated with licensing objectives are occurring after the grant or variation of a premises licence.

At any stage, following the grant of a premises licence, a responsible authority, or any other person, may ask the licensing authority to review the licence because of a matter arising at the premises in connection with any of the four licensing objectives.

- 10.3 In determining this application, the principles of the Human Rights Act 1998 must be taken into consideration and the convention rights of both individuals and businesses will be given due weight.
- 10.4 Members must consider each application on its own merits, and in accordance with the principles of natural justice, as well as the provisions of the Licensing Act 2003. All relevant factors must be taken into account, and all irrelevant factors must be disregarded.
- 10.5 All applications, before the Sub-Committee, must be considered against the backdrop of anti-discriminatory legislation, such as the Equality Act 2010 and also in accordance with the Council's stated policy on Equal Opportunities.
- 10.6 In accordance with Section 17 of the Crime and Disorder Act 1998 the Council is under a duty to exercise its functions with due regard to the likely effect on, and the need to do all it reasonably can to prevent, crime and disorder in its areas. The possible crime and disorder implications are clearly relevant factors in the consideration of all applications and this is re-emphasised by the Licensing Act 2003 itself. In giving "due regard" to these possible implications members will consider and weigh up all the information available and representations made, including those from interested parties and the responsible authorities particularly the Police.

11. Other Implications

- 11.1 Any decision taken will have regard for the local environment and, in particular, any conditions attached for the purposes of preventing public nuisance will take this principle into account. There are no significant direct race relations or equal opportunity implications that have been identified.

12. Recommendation

- 12.1 Members are requested to determine the application for a new Premises Licence made on behalf The Worthing Dome Ltd. for its cafe & function rooms known as the 'Dome Tea Room & Function Rooms' situated at 21 Marine Parade, Worthing and give reasons for that determination.**

**Interim Director for Communities
Tina Favier**

Principal Author and Contact Officer:

Simon Jones

Senior Licensing Officer - Tel: 01273 263191 or simon.jones@adur-worthing.gov.uk

Background Papers:

- Licensing Act 2003
<https://www.legislation.gov.uk/ukpga/2003/17/contents>
- Guidance issued under section 182 of the Licensing Act 2003
<https://www.gov.uk/government/publications/licensing-act-2003-amended-guidance-issued-under-section-182>
- Worthing Borough Council's Statement of Licensing Policy
<http://www.adur-worthing.gov.uk/licensing-and-permits/consultations-policy-forum/policy-and-forum/>

Appendices:

- Appendix A - Plan & photos of the area
- Appendix B - Plan of the site.
- Appendix C - The Application Form.
- Appendix D - Representations received from the Responsible Authorities
- Appendices E - Representation received from Worthing Pubwatch
- Appendix F - Details of the mediation conducted

Portland House, Worthing

Ref: SJ/Lic.U/LA03/NEW – Dome Tea Room

Date: 27 June 2022.

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Appendix A - Map of Area



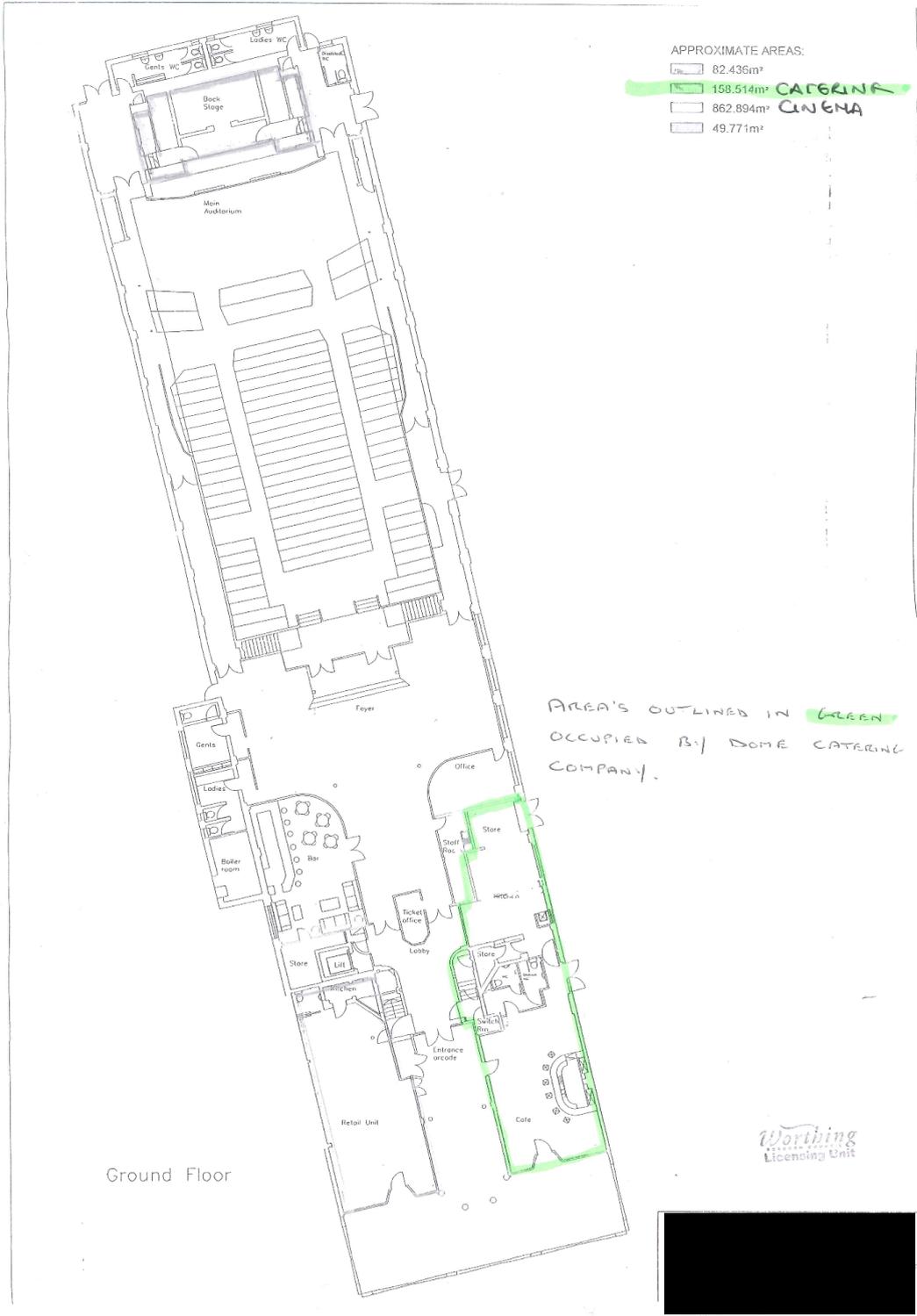
The Dome

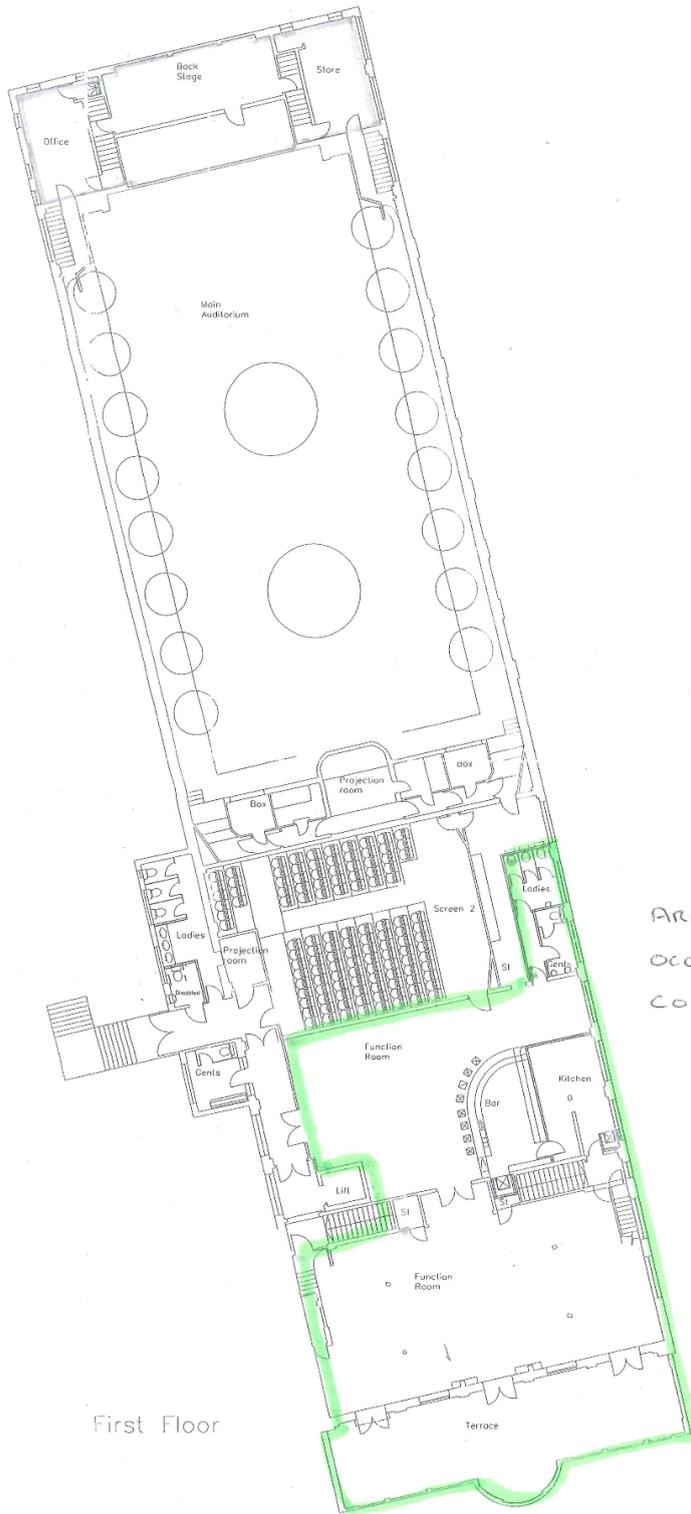


Marine Parade



Appendix B - Plan of Premises





First Floor

APPROXIMATE AREAS:

546.921m²

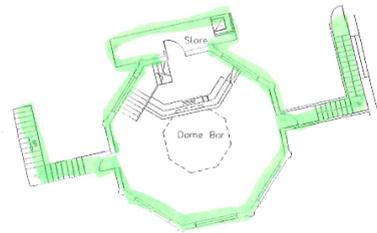
99.097m²

321.051m²

NOTE: This is the area of screen 2, side aisles and rear rooms



Third Floor



Second Floor

AREAS OUTLINED IN GREEN OCCUPIED BY DOME CATERING COMPANY.

Worthing
Licensing Unit



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.

I/We The Worthing Dome 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 Dome Tea Room and Function Rooms 21 Marine Parade West Sussex			
Post town	Worthing	Postcode	BN11 3PT

Telephone number at premises (if any)	
Non-domestic rateable value of premises	██████████

Part 2 - Applicant details

Please state whether you are applying for a premises licence as **appropriate** **Please tick as**

- | | | | |
|----|-------------------------------------|--|-------------------------------|
| a) | an individual or individuals * | | please complete section (A) |
| b) | a person other than an individual * | | |
| | i | as a limited company/limited liability partnership | x please complete section (B) |
| | ii | as a partnership (other than limited liability) | please complete section (B) |
| | iii | as an unincorporated association or | please complete section (B) |
| | iv | other (for example a statutory corporation) | please complete section (B) |

- c) a recognised club please complete section (B)
- d) a charity 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 (by ticking yes to one box below):

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

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	Mrs	Miss	Ms	Other Title (for example, Rev)	
Surname			First names		
Date of birth		I am 18 years old or over		Please tick yes	
Nationality					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service (please see note 15 for information)					

SECOND INDIVIDUAL APPLICANT (if applicable)

Mr	Mrs	Miss	Ms	Other Title (for example, Rev)	
Surname			First names		
Date of birth		I am 18 years old or over		Please tick yes	
Nationality					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service: (please see note 15 for information)					
Current residential 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 The Worthing Dome Limited
Address 21-22 Marine Parade, Worthing, England, BN11 3PT
Registered number (where applicable) [REDACTED]
Description of applicant (for example, partnership, company, unincorporated association etc.) Limited Company
Telephone number (if any)
E-mail address (optional)

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
1	0	062022

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

DD	MM	YYYY

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

Venue is based alongside and above the Dome Cinema Complex fronting on to the Parade in Worthing. The Premises consists of (1) a ground floor tea room and (2) external ground floor area and (3) on 1st floor and above a function room and Dome area used for weddings and similar events. The upstairs area has approval from West Sussex Council for use as a venue for weddings.

It is intended that the upstairs area will continue to be used as a venue for weddings, conferences and similar functions. The downstairs area/tea room and external area will be licensed for the sale of alcohol and entertainment.

All external events / service in the ground floor area will cease by 23:00 and patrons required to vacate the area.

Subject to the approval and requirements of the Planning officer, the outside area on ground floor level will be delineated and cordoned by barriers (permanent or temporary) when in use to show the area covered and to enable control of the area.

The main part of the Premises which is the subject of this application was previously licensed under Licensing Act but the previous tenants surrendered licence at the end of 2021.

The premises will be managed by the same DPS as the existing Dome Cinema.

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 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)	Please tick all that apply
a) plays (if ticking yes, fill in box A)	
b) films (if ticking yes, fill in box B)	x
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)	x
f) recorded music (if ticking yes, fill in box F)	x
g) performances of dance (if ticking yes, fill in box G)	x
h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)	
<u>Provision of late night refreshment</u> (if ticking yes, fill in box I)	x
<u>Supply of alcohol</u> (if ticking yes, fill in box J)	x

In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 7)			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
				Both	
Mon			Please give further details here (please read guidance note 4)		
Tue					
Wed			State any seasonal variations for performing plays (please read guidance note 5)		
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 6)		
Sat					
Sun					

B

Films Standard days and timings (please read guidance note 7)			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	x
Day	Start	Finish		Outdoors	
				Both	
Mon	09:00	02:00	Please give further details here (please read guidance note 4) Occasional exhibition of films at various times during licensed hours.		
Tue	09:00	02:00			
Wed	09:00	02:00	State any seasonal variations for the exhibition of films (please read guidance note 5)		
Thur	09:00	02:00			
Fri	09:00	02:00	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 6) If applicable, an additional hour to the standard and non-standard times on the day when British summertime commences. From the standard start timing on 31st December to the standard start timing on 1st January.		
Sat	09:00	02:00			
Sun	09:00	02:00			

C

Indoor sporting events Standard days and timings (please read guidance note 7)			<u>Please give further details</u> (please read guidance note 4)
Day	Start	Finish	
Mon			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 5)
Wed			
Thur			<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 6)
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 7)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
				Outdoors	
Day	Start	Finish		Both	
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 5)		
Thur					
Fri			<u>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</u> (please read guidance note 6)		
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 7)			<u>Will the performance of live music take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
Mon	09:00	02:00	<u>Please give further details here</u> (please read guidance note 4) Occasional unamplified and amplified music provided by solo artists, duos or groups at various times during licensed hours.		
Tue	09:00	02:00		All external performances will cease by 23:00	
Wed	09:00	02:00	<u>State any seasonal variations for the performance of live music</u> (please read guidance note 5)		
Thur	09:00	02:00			
Fri	09:00	02:00	<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 6) If applicable, an additional hour to the standard and non-standard times on the day when British summertime commences. From the standard start timing on 31st December to the standard start timing on 1st January.		
Sat	09:00	02:00			
Sun	09:00	02:00			
				Both	x

F

Recorded music Standard days and timings (please read guidance note 7)			<u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
				Outdoors	
Day	Start	Finish		Both	x
Mon	09:00	02:00	<u>Please give further details here</u> (please read guidance note 4) Occasional amplified music at various times during licensed hours.		
Tue	09:00	02:00		All external performances will cease by 23:00	
Wed	09:00	02:00	<u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 5)		
Thur	09:00	02:00			
Fri	09:00	02:00	<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 6) If applicable, an additional hour to the standard and non-standard times on the day when British summertime commences. From the standard start timing on 31st December to the standard start timing on 1st January.		
Sat	09:00	02:00			
Sun	09:00	02:00			

G

Performances of dance Standard days and timings (please read guidance note 7)			<u>Will the performance of dance take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
					Both
Mon	09:00	02:00	<u>Please give further details here</u> (please read guidance note 4) Occasional performance of dance by solo and multiple artists at various times during licensed hours.		
Tue	09:00	02:00		All external performances will cease by 23:00	
Wed	09:00	02:00	<u>State any seasonal variations for the performance of dance</u> (please read guidance note 5)		
Thur	09:00	02:00			
Fri	09:00	02:00	<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 6) If applicable, an additional hour to the standard and non-standard times on the day when British summertime commences. From the standard start timing on 31st December to the standard start timing on 1st January.		
Sat	09:00	02:00			
Sun	09:00	02:00			

H

<p>Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)</p>			<p>Please give a description of the type of entertainment you will be providing</p>		
Day	Start	Finish	<p><u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)</p>	Indoors	
Mon				Outdoors	
				Both	
Tue			<p><u>Please give further details here</u> (please read guidance note 4)</p>		
Wed					
Thur			<p><u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 5)</p>		
Fri					
Sat			<p><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 6)</p>		
Sun					

I

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	x
Day	Start	Finish		Outdoors	
				Both	
Mon	23.00	02:00	<u>Please give further details here</u> (please read guidance note 4) Provision of hot food and hot drinks to meet customer requirements.		
Tue	23.00	02:00			
Wed	23.00	02:00	<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 5)		
Thur	23.00	02:00			
Fri	23.00	02:00	<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 6) There will be no late night refreshment service to external areas which will be cleared by 23:00 If applicable, an additional hour to the standard and non-standard times on the day when British summertime commences. From the standard start timing on 31st December to the standard start timing on 1st January.		
Sat	23.00	02:00			
Sun	23.00	02:00			

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption – please tick (please read guidance note 8)	On the premises	
				Off the premises	
				Both	x
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 5)		
Mon	09:00	02:00			
Tue	09:00	02:00			
Wed	09:00	02:00			
Thur	09:00	02:00			
Fri	09:00	02:00			
Sat	09:00	02:00			
Sun	09:00	02:00	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 6) All service to external areas will cease by 23:00 If applicable, an additional hour to the standard and non-standard times on the day when British summertime commences. From the standard start timing on 31st December to the standard start timing on 1st January.		
Thur	09:00	02:00			
Fri	09:00	02:00			
Sat	09:00	02:00			
Sun	09:00	02:00			

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

Name		████████████████████
Date of birth		██████████
Address		██████████ ██████████ ██████████
Postcode	██████████	
Personal licence number (if known)		██████████
Issuing licensing authority (if known)		Worthing Borough Council

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 10)

The licensing objectives have been carefully considered taking account of the premises and their location.

The proposed premises will promote the licensing objectives in accordance with the Section 182 Guidance.

The premises will operate in accordance with all relevant legislation.

Details of any measures considered necessary to promote the licensing objectives are contained under the relevant objective below.

All staff engaged in the sale of alcohol on the Premises shall receive training pertinent to the Licensing Act.

b) The prevention of crime and disorder

The crime and disorder objective has been considered in the light of the proposed premises.

The proposed premises will not have an adverse effect on the crime and disorder objective.

The Premises will operate a Challenge 25 Policy

All service to external areas will cease by 23:00 and customers required to vacate the area save for use as a designated smoking area.

Customers will be encouraged to leave the premises in a quiet and orderly manner.

Staff will be trained to observe the measures necessary to promote the crime and disorder objective.

A CCTV system with recording equipment must be installed and maintained at the premises and operated with cameras. All recordings used in conjunction with CCTV must:

- a. Be of evidential quality in all lighting conditions;
- b. Indicate the correct time and date; and
- c. Be retained for a period of 31 consecutive days.

A member of staff trained to use the system must be on duty at all times and there must be adequate portable hardware (such as compact disks or USB storage devices) at the premises, as the recorded images must be available for inspection and downloading immediately upon request to officers of Responsible Authorities.

Security Industry Authority door supervisors shall be employed at the premises on occasions as deemed necessary by the Designated Premises Supervisor and/or Premises Management following a risk assessment.

A sales refusal and incident log will be kept on the premises and all refusals and incidents of crime and disorder recorded.

A policy of zero tolerance to illegal drugs will be enforced at all time

c) Public safety

The public safety objective has been considered in the light of the proposed premises.

The proposed premises will not have an adverse effect on the public safety objective.

Customers will be encouraged to leave the premises in a quiet and orderly manner and appropriate signage erected requesting patrons to leave the premises quietly

The necessary fire safety precautions will be installed and maintained.

d) The prevention of public nuisance

The public nuisance objective has been considered in the light of the proposed premises.

The proposed premises will not have an adverse effect on the public nuisance objective.

Customers will be encouraged to leave the premises in a quiet and orderly manner.
The premises will be adequately ventilated to prevent nuisance.

Arrangements will be made for the storage and disposal of refuse which do not cause a nuisance.

Any noise from the licensable activities provided will be monitored in order to prevent nuisance.

The 1st floor terrace will be closed and cleared of all guests at 23:30

e) The protection of children from harm

The protection of children objective has been considered in the light of the proposed premises.

The proposed premises will not have an adverse effect on the protection of children objective

Staff will be trained to observe the measures necessary to promote the protection of children objective.

Non-alcoholic drinks will be available.

Checklist:

Please tick to indicate agreement

- I have made or enclosed payment of the fee. x

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

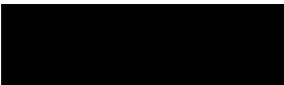
- I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).

It is an offence, under Section 158 of the Licensing Act 2003, to make a false statement in or in connection with this application. Those who make a false statement may be liable on summary conviction to a fine of any amount.

It is an offence under Section 24b of the Immigration Act 1971 for a person to work when they know, or have reasonable cause to believe, that they are disqualified from doing so by reason of their immigration status. Those who employ an adult without leave or who is subject to conditions as to employment will be liable to a civil penalty under section 15 of the Immigration, Asylum and Nationality Act 2006 and pursuant to Section 21 of the same act, will be committing an offence where they do so in the knowledge, or with reasonable cause to believe, that the employee is disqualified.

Part 4 – Signatures (please read guidance note 11)

Signature of applicant or applicant’s solicitor or other duly authorised agent (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

<p>Declaration</p>	<ul style="list-style-type: none"> • I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15). • The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)
<p>Signature</p>	
<p>Date</p>	<p>12 May 2022</p>
<p>Capacity</p>	<p>Solicitors for the applicant</p>

For joint applications, signature of 2nd applicant or 2nd applicant’s solicitor or other authorised agent (please read guidance note 13). If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)			
[REDACTED]			
Post town	[REDACTED]	Postcode	[REDACTED]
Telephone number (if any)	[REDACTED]		
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			
[REDACTED]			

LA 2003 New Premises Licence Application - Dome Tea Room and Function Rooms

1 message

Hannah Powell <hannah.powell@adur-worthing.gov.uk>
To: Licensing Unit <licensing.unit@adur-worthing.gov.uk>
Cc: Simon Jones <simon.jones@adur-worthing.gov.uk>

25 May 2022 at 10:43

Good morning

Re: LA 2003 New Premises Licence Application
Premises: The Dome Tea Room and Function Rooms, 21 Marine Parade, West Sussex, BN11 3PT
Applicant: The Worthing Dome Limited

I refer to the above application and make the following comments on behalf of Public Health and Regulation at Worthing Borough Council concerning the prevention of Public Nuisance. This application seeks to extend opening hours to 02:15 Mon-Sun (23:30 in external areas), provide on-off alcohol sale and late night refreshment between the hours 09:00 and 02:00. The applicant has also requested the playing of films, live and amplified recorded music and the performance of dance within the premises until 02:00 (23:00 in external areas).

Whilst I acknowledge the premises are situated in an area which can at times be busy, it is nonetheless located in a mixed area of commercial and residential properties, with residential dwellings neighbouring the application site at 1st and 2nd floor levels. The background noise at this location in the late evening will be low despite its location, meaning any noise produced by customers and music both inside and outside the premises is likely to be audible within neighbouring properties and therefore could result in a public nuisance.

It is my opinion that if the application is granted as applied for, a public nuisance (as defined by the Licensing Act 2003, ("the Act")) may be caused to residents within the vicinity. As there are residential premises immediately in the locality of the premises of concern, any noise associated with the licensed premises has the potential to cause a public nuisance to the occupiers of these properties. Residents would expect and tolerate occasional later events at a central location such as this, however the potential to have late night loud music every week would be considered unreasonable and likely to result in noise issues and cause a public nuisance.

My main concerns are listed below:

- Customer noise from external areas until 23:30hrs impacting residential premises in the locality.
- Noise from smokers using the external areas after 23:00hrs
- The breakout of internal music through the building fabric and glazing after 23:00hrs impacting residential premises in the locality.

The first two concerns can be addressed relatively easily:

- The two external areas (ground floor and 1st floor terrace) should be closed to patrons at 23:00hrs (to mirror surrounding sites) with seating removed or made inaccessible
- Smokers will be permitted in the external area of the ground floor only
- No drinks permitted outside at 23:00hrs
- A Noise Management Plan should be submitted identifying potential noise sources and how these will be managed and controlled.
- Doors and windows closed at 23:00hrs
- Signage will be displayed requesting customers when smoking and leaving to act in a quiet & responsible manner.

The third concern is harder to address. I understand the most recent license for The Worthing Dome allowed live and recorded music until 00:00. Given the proximity of residential dwellings to this application site I have concerns about the potential public nuisance that could be caused from the live and recorded music after 23:00hrs. However I understand surrounding commercial units operate to these approximate times, so if the applicant extended their Noise Management Plan to include the management of music levels between 23:00hrs - 00:00hrs, the continuation of the previous licensed hours would be acceptable.

As far as I am aware there are no other licensed premises in the locality open beyond 00:30hrs. Unless significant improvements are made to the building fabric and glazing of the application site I believe live and recorded music played beyond this time is likely to result in a public nuisance.

Regards

--

Hannah Powell

Environmental Health Technician, Adur & Worthing Councils

Phone: 01273 263357

Email: hannah.powell@adur-worthing.gov.uk

Website: <http://www.adur-worthing.gov.uk/>

Address: Public Health & Regulation, Worthing Town Hall, Chapel Road, Worthing, West Sussex, BN11 1HA





Sussex Police
Serving Sussex

www.sussex.police.uk

West Sussex Division
Neighbourhood Licensing Team

West Sussex Licensing Team

[Redacted]
[Redacted]
[Redacted]
[Redacted]

Tel: [Redacted]

[Redacted]

9th June 2022

Mr Simon Jones
Licensing Unit
Adur and Worthing Councils
Portland House
Richmond Road
Worthing
BN11 1LF

Dear Mr Jones,

RE: APPLICATION FOR A NEW PREMISES LICENCE FOR THE DOME TEA ROOM AND FUNCTION ROOMS, 21 MARINE PARADE, WORTHING, WEST SUSSEX, BN11 3PT. UNDER THE LICENSING ACT 2003.

I write on behalf of the Chief Officer of Police for Sussex to raise a representation in respect of this new application on the grounds of the prevention of crime and disorder and the protection of children from harm.

This application is for venue which forms part of The Dome Cinema Complex on Worthing seafront. The application is for the showing of films, live music, recorded music, performance of dance and anything similar, late night refreshment and the supply of alcohol (on and off sales) 09:00 to 02:00, seven days a week.

Following discussions between Mr [Redacted] of [Redacted] Solicitors acting for the applicant and my office, the following new and revised conditions have been agreed to go on the new licence, should it be granted in due course:

Sussex Police Headquarters

Telephone: [Redacted]

The Prevention of Crime and Disorder:

CCTV:

Digital CCTV and appropriate recording equipment to be installed in accordance with Home Office Guidelines relating to UK Police Requirements for Digital CCTV System (PSDB Publication Number [REDACTED]), operated and maintained throughout the premises internally and externally to cover all public areas including:

- any outside smoking area or customer queuing area on the pavement outside,
- any outside tables and chairs area,
- the entrance to the premises,
- all stairways used by the public.

The system shall be on and recording at all times the premises licence is in operation.

The CCTV cameras and recording equipment must be of sufficient quality to work in all lighting levels inside and outside the premises at all times.

CCTV footage will be stored for a minimum of 31 days.

The management will give full and immediate cooperation and technical assistance to the Police in the event that CCTV footage is required for the prevention and detection of suspected or alleged crime.

The CCTV images will record and display dates and times, and these times will be checked regularly to ensure their accuracy. The clock on the CCTV system will be amended without delay at the beginning and end of British Summer Time.

Subject to GDPR guidance and legislation, the management of the premises will ensure that key staff are fully trained in the operation of the CCTV, and will be able to download selected footage onto a disk (or other electronic portable device acceptable to Sussex Police) for the police without difficulty or delay and without charge to Sussex Police.

Any breakdown or system failure will be notified to the police immediately & remedied as soon as practicable.

In the event of the CCTV system hard drive being seized as evidence as part of a criminal investigation by Sussex Police or for any other reason, the premises will be expected to install a replacement hard drive or a temporary replacement drive as soon as practicable.

SIA door staff and risk assessment:

Security Industry Authority (SIA) door supervisors must be deployed at the premises at any time when the licence holder identifies by way of a suitable and sufficient written risk assessment that SIA door supervisors and other security measures are necessary. It must also consider busy periods such as Bank Holidays, Christmas and New Year, Seasonal Variations and other

Town Centre Events along with any special events at the premises such as live music, discos, screening of sporting events and other similar functions or entertainment. The risk assessment will also cover any requirement for polycarbonate drinking vessels, ticket only events, entry restrictions and last entry times.

The written risk assessment must be available on the premises for inspection by police and authorised officers of the Licensing Authority. This written risk assessment is to be reviewed and updated as necessary and at least annually and must take into account information or guidance offered by the police and the licensing authority.

All SIA registered door supervisors shall wear and operate body worn video cameras with a recording facility. The body worn cameras will be recording all the time the door supervisors are on duty whether insider the premises or in the vicinity of the premises. All recordings shall be stored for a minimum period of 31 days, with date and time stamping. Viewing of recordings shall be made available upon the request of police, or authorised local authority officers, throughout the entire 31 days period. The premises will ensure there are sufficient spare batteries fully charged for the body worn cameras so there is no issue with cameras not recording due to flat batteries.

Whenever SIA door supervisors are on duty, they must be provided in accordance with the following:

- At a ratio of 1 per 100 customers or part thereof, although at all times with a minimum of two;
- On duty until the premises has closed to the public, licensable activities has ceased and the venue is completely clear of patrons and all customers have dispersed from the immediate area;
- Must wear clearly marked reflective jacket or tabard (and not just an armband) in order that they can be readily identifiable;
- Must be equipped with clickers or other device(s) in order that they can accurately measure and ensure that the maximum capacity of the premises is complied with a written record being kept; and
- Must monitor/supervise any queue of customers waiting to gain access to the premises.

For the above condition and the purposes of the risk assessment as to the possible need for door staff, when the ground floor area and the upstairs area are both occupied, but being run as separate events, the need for door staff and the ratio, and number of door staff required may relate to the number of people occupying each area separately.

SIA door supervisors shall complete incident logs prior to the end of their shift. Records shall be maintained at the premises containing the full name, date of birth, and SIA badge number of every Door Supervisor. The record shall include all dates and times when a Door Supervisor is employed. If Staff are employed through an agency the name and address of the agency must

be included. The Door Supervisor records will be kept at the premises and made immediately available to officers of any responsible authority upon request.

Those performing the role of door supervisor shall not perform any other role when engaged for the purpose of door supervision activities.

Door supervisors shall be fully briefed prior to work with clear written instructions regarding their specific duties including an awareness of persons banned from the premises. These records shall be made available to the local licensing authority and/or Sussex Police upon request.

A member of the SIA door staff will monitor the outside smoking area whilst the premises licence is in operation or until the area has been emptied of patrons at closing time.

Patrons will not be permitted to take drinks in open containers to consume outside on the pavement/public highway beyond the licensed area of the premises whilst smoking or otherwise congregating outside of the premises beyond the licensed area. The licensed area will include for this condition any permitted outside tables and chairs area during the permitted timings for the outside permitted tables and chairs area only.

All furniture and barriers from any outside tables and chairs area will be completely removed from the pavement outside the premises at the end of permitted hours for the outside tables and chairs area.

Incident log:

An incident log will be maintained by the premises showing a detailed note of incidents that occur in the premises and any refusals of alcohol. The incident log will be inspected and signed off by the DPS (or a person with delegated authority) at least once a month. The log book should be kept on the premises and be available for inspection at all times the premises are open by officers of any responsible authority. The incident log will record the following:

- All crimes or incidents reported to or occurring at the venue including the immediate outside area and smoking area.
- All ejections of patrons
- Any complaints received
- Any incidents of disorder
- All seizure of drugs or offensive weapons
- Any faults in the CCTV system
- Any refusal of the sale of alcohol
- Any visit by a relevant authority or emergency service

The designated premises supervisor or a member of the management team who is a personal licence holder shall be present on the premises as the primary responsible person from 21:00 on Friday & Saturday evenings until closing.

Miscellaneous:

The premises management will ensure that any crime scene is preserved (without being cleaned), and cordoned off to preserve evidence until the police arrive.

I enclose an email confirmation from [REDACTED] accepting the new conditions above for your information. Accordingly Sussex Police withdraw their representation subject to the new conditions in their entirety being added to the new licence, should it be granted in due course.

Yours sincerely,

[REDACTED]

**Inspector [REDACTED]
West Sussex Licensing Inspector
Sussex Police**

Enc

New Premises Licence at Dome Tea Room and Function Room

1 message

30 May 2022 at 06:11

To: Simon Jones <simon.jones@adur-worthing.gov.uk>, [REDACTED], [REDACTED]
[REDACTED]

Good Morning,

We have noticed a new application has been made for the Dome Tea Room and Function Room Situated at [21 Marine Parade West Sussex BN11 3PT](#)

I, as the Chairman of Worthing Pubwatch would like to make a representation. We as Worthing Pubwatch would like to add to the conditions of its licence if granted

- 1) Be an active member of Worthing Pubwatch.
- 2) Contribute towards the Taxi Marshal Scheme.

With these conditions added to the licence we feel this will help minimise crime and Disorder within Worthing.

--

[REDACTED]
Chairman of Worthing Pubwatch
[REDACTED]

LA 2003 New Premises Licence Application - Dome Tea Room & Function Rooms

1 message

Simon Jones <simon.jones@adur-worthing.gov.uk>

13 June 2022 at 12:36

Cc: A&W Licensing Unit <licensing.unit@adur-worthing.gov.uk>, Worthing & Adur Police Licensing Team
, Hannah Powell <hannah.powell@adur-worthing.gov.uk>

Dear Jo

Re: Licensing Act 2003 Premises Licence Application
Premises: Dome Tea Room & Function Rooms, 21-22 Marine Parade, Worthing
Applicant: The Worthing Dome Limited

Consultation on the above application has now closed. Three representations regarding the application were received during the consultation. From Sussex Police, A&W Environmental Protection Team and from the Chairman of Worthing Pubwatch.

In such circumstances the Licensing Act encourages mediation and if agreement cannot be reached the matter is referred then to a Licensing & Control Sub-Committee to consider the matter at hearing.

I'm aware that mediation between you and Sussex Police has been successful and I've enclosed a copy of the conditions agreed. These will become enforceable conditions of any licence granted and consequently Sussex Police have withdrawn their objection.

The representation from the A&W Environmental Protection Team is attached. The representation is regarding noise and I would suggest you contact the Officer concerned, Hannah Powell at hannah.powell@adur-worthing.gov.uk or on 01273 263357

The representation from Worthing Pubwatch is also attached. [REDACTED] the Chairman of Worthing Pubwatch can be contacted at: [REDACTED]

This matter could be considered by the Sub-Committee at hearing and I have scheduled one for Wednesday 6 July @ 18:30hrs if mediation is unsuccessful then those with outstanding representations and you and your client will be able to put their views regarding this application to members at the hearing and they will decide the matter. I attach the hearing notice.

If you can mediate successfully I can cancel the hearing and approve an amended licence. If you cannot or do not want to mediate then we can go straight to a Licensing Sub-Committee hearing.

I look forward to your instruction.

Regards

Simon Jones

Team Leader - Licensing, Adur & Worthing Councils

Phone: 01273 263191

Email: simon.jones@adur-worthing.gov.uk

Website: <http://www.adur-worthing.gov.uk/licensing-and-permits/>

Address: Public Health & Regulation, Public Health & Regulation

Portland House

Worthing

BN11 1HS



[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Fwd: New Premises Licence Application - The Dome Tea Room and Function Rooms, 21 Marine Parade, Worthing, West Sussex, BN11 3PT

1 message

Licensing Unit <licensing.unit@adur-worthing.gov.uk>
To: Simon Jones <simon.jones@adur-worthing.gov.uk>

21 June 2022 at 14:29

FYI.
Thanks,
[REDACTED]

----- Forwarded message -----

From: [REDACTED]
Date: Tue, 21 Jun 2022 at 14:27
Subject: New Premises Licence Application - The Dome Tea Room and Function Rooms, [21 Marine Parade, Worthing, West Sussex, BN11 3PT](#)
To: [REDACTED]
Cc: [REDACTED], [REDACTED], [REDACTED], licensing.unit@adur-worthing.gov.uk <licensing.unit@adur-worthing.gov.uk>

Dear [REDACTED]

We are instructed by The Worthing Dome Limited in respect of their recent application for a new Premises Licence in relation to The Dome Tea Room and Function Rooms, [21 Marine Parade, Worthing, West Sussex, BN11 3PT](#).

The Council has forwarded on a copy of your representation which was submitted on 30th May 2022. Your representation requests that the following conditions be added to the Premises Licence:

- 1) Be an active member of Worthing Pubwatch.
- 2) Contribute towards the Taxi Marshal Scheme.

Having spoken to our client I can confirm that they are willing to join Pubwatch, but we do not consider that this should be a condition of a Premises Licence. Pubwatch schemes offer a great tool to areas to help to reduce alcohol related crime, but the attendance at Pubwatch meetings is a voluntary activity and the act of joining a scheme is the choice of a licence holder. The National Pubwatch website offers the below advice in relation to the membership of Pubwatch schemes being compulsory:

Is membership of pubwatch compulsory in any part of the country and is compulsory membership a good idea?

We think that Pubwatch should be acknowledged by the Licensing Authorities and Police as a demonstration of good management and a commitment to the four Licensing Objectives. However Pubwatch membership has traditionally been a voluntary activity undertaken by licensees for their own benefit.

Unfortunately when the new Premises Licence was introduced in November 2005, some Licensing Authorities obtained blanket conditions for licenses in their area which included the requirement that premises should be a member of the local Pubwatch scheme. We advised against this course of action but the advice was either ignored or not received. We do not doubt that the decision taken at that time was made with the best of intentions, as Pubwatch membership is seen as good practice. However we do not believe that Licensing Authorities understood the way that Pubwatch has developed and the potential consequences of making such a requirement.

It is not uncommon for a Pubwatch scheme to collapse due to a variety of reasons such as lack of funding, people unwilling to take up the offices of the watch or due to general apathy. In the strict interpretation of the law, if this happened in an area where membership was a requirement then the Premises Licence holders could be seen as failing to comply with a condition of the

licence. We see this as problematic for all concerned. Similarly if a premise is thrown out of a scheme for breach of the rules or refusing to conform to the majority decisions of the watch and such a condition was present the same problem would arise.

In relation to the taxi marshal scheme, then again our client (in principle) does not object to contributing towards this scheme, but does not consider it should be a condition of the Premises Licence. We are aware that the taxi marshal scheme has not been operating for a certain time during Covid and has recently been funded by a Covid grant. If this was a condition of the Premises Licence during this time then our client would have been in breach.

In order for our client to make an informed decision about contributing towards the taxi marshal scheme, could you please provide us with some more information in relation to costs and what these costs are used for? Our clients are in the process of signing up with a mobile response unit from iPro Security which have a unit in town on Fridays and Saturday evenings from 7pm to 2am. They would like more information on the taxi scheme to ensure they are not paying for a similar service twice.

Given the above information, we would respectfully ask that you consider withdrawing your representation against the new premises licence application for The Dome. Our clients are happy to meet with you and talk directly regarding their membership of the Pubwatch scheme and possibly the taxi marshal scheme going forwards (dependant on further detail), but we consider that making this a condition of the Premises Licence is not an appropriate or proportionate way forward.

We await to hear from you in relation to the above.

Kind regards,

[Redacted]

Associate

[Redacted]

[Redacted]

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[Redacted]

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