



James Whiteman
Managing Director

www.guildford.gov.uk

Contact Officer:

Committee Officer: Sophie Butcher

Tel no: 01483 444056

21 May 2019

Dear Councillor

Your attendance is requested at a meeting of the **LICENSING SUB COMMITTEE** to be held in the Room 1- Chantries, Millmead House, Millmead, Guildford, Surrey GU2 4BB on **WEDNESDAY 29 MAY 2019 at 11.00 am.**

Yours faithfully

James Whiteman
Managing Director

MEMBERS OF THE LICENSING SUB COMMITTEE

Councillor David Goodwin (Chairman)
Councillor Joss Bigmore
Councillor Ted Mayne

QUORUM 3



Guildford Borough Council
Millmead House, Millmead, Guildford, Surrey GU2 4BB

THE COUNCIL'S STRATEGIC FRAMEWORK

Vision – for the borough

For Guildford to be a town and rural borough that is the most desirable place to live, work and visit in South East England. A centre for education, healthcare, innovative cutting-edge businesses, high quality retail and wellbeing. A county town set in a vibrant rural environment, which balances the needs of urban and rural communities alike. Known for our outstanding urban planning and design, and with infrastructure that will properly cope with our needs.

Three fundamental themes and nine strategic priorities that support our vision:

Place-making	Delivering the Guildford Borough Local Plan and providing the range of housing that people need, particularly affordable homes Making travel in Guildford and across the borough easier Regenerating and improving Guildford town centre and other urban areas
Community	Supporting older, more vulnerable and less advantaged people in our community Protecting our environment Enhancing sporting, cultural, community, and recreational facilities
Innovation	Encouraging sustainable and proportionate economic growth to help provide the prosperity and employment that people need Creating smart places infrastructure across Guildford Using innovation, technology and new ways of working to improve value for money and efficiency in Council services

Values for our residents

- We will strive to be the best Council.
- We will deliver quality and value for money services.
- We will help the vulnerable members of our community.
- We will be open and accountable.
- We will deliver improvements and enable change across the borough.

A G E N D A

ITEM NO.

1 LOCAL CODE OF CONDUCT - DISCLOSABLE PECUNIARY INTERESTS

In accordance with the local Code of Conduct, a councillor is required to disclose at the meeting any disclosable pecuniary interest (DPI) that they may have in respect of any matter for consideration on this agenda. Any councillor with a DPI must not participate in any discussion or vote regarding that matter and that they must also withdraw from the meeting immediately before consideration of the matter.

If that DPI has not been registered, you must notify the Monitoring Officer of the details of the DPI within 28 days of the date of the meeting.

Councillors are further invited to disclose any non-pecuniary interest which may be relevant to any matter on this agenda, in the interests of transparency, and to confirm that it will not affect their objectivity in relation to that matter.

2 APPLICATION FOR A TEMPORARY EVENT NOTICE (TEN) AT GUILDFORD HARBOUR HOTEL, 3 ALEXANDRA TERRACE, GUILDFORD, SURREY, GU1 3DA ON 4 JULY 2019 FOR AN OUTDOOR CINEMA EVENING (Pages 1 - 40)

Please contact us to request this document in an alternative format

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LICENSING SUB-COMMITTEE**29 MAY 2019**

Application Type:	Submission of a Temporary Event Notice (TEN)		
Ward:	Holy Trinity Ward	Ward Councillors:	1. Councillor John Rigg 2. Councillor John Redpath 3. Councillor Maddy Redpath
Premises user:	Guildford Harbour Hotel		
Location:	3 Alexander Terrace Guildford Surrey GU1 3DA		
Proposal:	The premises user has given notice of the following licensable activities: Outdoor Cinema Evening 6-7pm start conclusion by 10pm		

1. BACKGROUND

- 1.1 The Licensing Act 2003 (the 2003 Act) requires the Council (as licensing authority) to carry out its various licensing functions to promote the following four licensing objectives:
- (1) the prevention of crime and disorder;
 - (2) public safety;
 - (3) the prevention of public nuisance;
 - (4) the protection of children from harm.
- 1.2 The 2003 Act further requires the Council to publish a 'Statement of Licensing Policy' that sets out the policies the Council will generally apply to promote the licensing objectives when making decisions on applications made under the Act. The Council adopted its current Statement of Licensing Policy on 7 January 2016.
- 1.3 Under the 2003 Act, it is the duty of all licensing authorities, in carrying out their functions, to have regard to guidance issued by the Secretary of State under section 182. As long as the licensing authority has properly understood and considered the Guidance, it may depart from it when it has reason to do so. However, as the licensing authority is under a duty to have regard to the Guidance, it will need to give full reasons for its departure from it. This would be a key consideration for the courts should departure from the Guidance result in a determination, which gives rise to an appeal or judicial review.
- 1.4 Temporary event notices allow licensable activities to be carried on without the need for a premises licence. If a premises has a premises licence, they allow licensable activities to be carried on otherwise than in accordance with the licence. They can therefore allow different activities or different hours. Events carried on under the authority of a temporary event notice are not subject to the conditions on the premises licence, however any conditions imposed on the temporary event notice must be in line with the premises licence.

2. SITE LOCATION AND HISTORY

- 2.1 Guildford Harbour Hotel is a large hotel situated at the top of Guildford Town Centre. The hotel has a number of restaurants and function rooms available to the general public. The

event will take place on the open veranda at the rear of the hotel facing out onto Deane Road.

- 2.2 There is a mix of residential and commercial properties situated near the site location. A plan showing the location of the hotel and residential properties is attached at **Appendix 1**.
- 2.3 The Guildford Harbour Hotel currently holds a Premises Licence for a variety of licenced activities, which includes films. However as the location is not within the area licenced under the Premises Licence, attached as **Appendix 2**, a Temporary Event Notice is required for the event to take place.

3. APPLICATION

- 3.1 A Temporary Event Notice was submitted on Friday 3 May 2019. The notice form is attached at **Appendix 3**. This notification was submitted within the correct time periods and has been accepted as a valid notice.
- 3.2 The dates and times shown on the Notice are as follows:

The licensable activities notified on the application are:

- a) the provision of regulated entertainment

An Outdoor Cinema Evening will take place on Thursday 4 July 2019 at the rear of the HarBar dining area – in the external terrace starting between 6-7pm with a conclusion by 10pm.

- 3.3 On Tuesday 7 May 2019, Environmental Health team from Guildford Borough Council served a notice of objection in relation to the temporary event notice. This notice was served within the timescales prescribed.
- 3.4 The objection is based on concerns that the prevention of public nuisance licensing objective would not be met. The objection notice states that “issues surrounding noise from events on the external terrace at the Guildford Harbour Hotel have been ongoing for several years, and despite attempts by Environmental Health to minimise the noise and therefore the risk of complaints from these events, and despite meetings held with management at the hotel, Environmental Health have continued to receive complaints from nearby residents when events are held on the external terrace. It is my opinion that an outdoor cinema event on the terrace would also give rise to noise complaints if held on the Terrace”.

The ground is potential nuisance.

A full copy of the objection notice is attached at **Appendix 4**.

4. CONSIDERING THE OBJECTION

- 4.1 The factors to be taken into account when considering the objection are listed below:
 - (a) The Sub-Committee is obliged to consider this objection with a view to promoting the licensing objective of the prevention of public nuisance.
 - (b) The Sub-Committee must have regard to any representations made by Environmental Health and the applicant and any supporting evidence.

- (c) The Sub-Committee must, having regard to the objection notice, give a counter notice under Section 105 of the 2003 Act if it considers it appropriate for the promotion of the licensing objective of the prevention of public nuisance to do so. If a counter notice is given, the event is not authorised to take place.
- (d) The Sub-Committee does not consider it appropriate to serve a counter notice under Section 105, it may impose conditions on the notice if it considers appropriate for the promotion of the 'prevention of public nuisance' licensing objective to do so. Because there is a premises licence in effect in respect of the premises, any conditions imposed on the temporary event notice are limited to those already imposed on the premises licence.
- (d) If the Sub-Committee does not consider it appropriate to give a counter notice, the premises user will be entitled to hold the event as stated in the notice, subject to any conditions imposed by the Sub-Committee.
- (e) If the Sub-Committee decides to give a counter notice it must give the counter notice and a notice stating the reasons for the decision to the premises user and Environmental Health. If the Sub-Committee decides to impose conditions, it must give notice to the premises user together with a separate statement of conditions and provide a copy to Environmental Health.
- (f) There is a right of appeal to the Magistrate's Court for the recipient of a counter notice or for Environmental Health where no counter notice is given, however no appeal may be brought later than 5 working days before the event period begins.

5. LICENSING POLICY

5.1 The following sections of the Council's Licensing Policy are relevant:

- Section 4 - Paragraphs 4.1 to 4.12: Fundamental Principles
- Section 10 – Paragraphs 10.1 to 10.7: Temporary Event Notices
- Section 12 – The Licensing Objectives – Specifically 12.4 – Public Nuisance.

6. NATIONAL GUIDANCE

6.1 The following sections of the Guidance issued in 6 April 2018 by the Secretary of State under Section 182 of the Licensing Act 2003 are relevant:

- Paragraphs 2.15 to 2.21 – Public Nuisance
- Paragraphs 7.1 to 7.40 – Temporary Event Notices.

7. RECOMMENDATION

7.1 The Sub-Committee is asked to consider the objection notice from Environmental Health, together with any other submissions made at the hearing, and determine whether it is appropriate for the promotion of the prevention of the public nuisance objective to give a counter notice which will prevent the event from going ahead or whether to impose conditions from the existing premises licence on the event.

Reason for recommendation

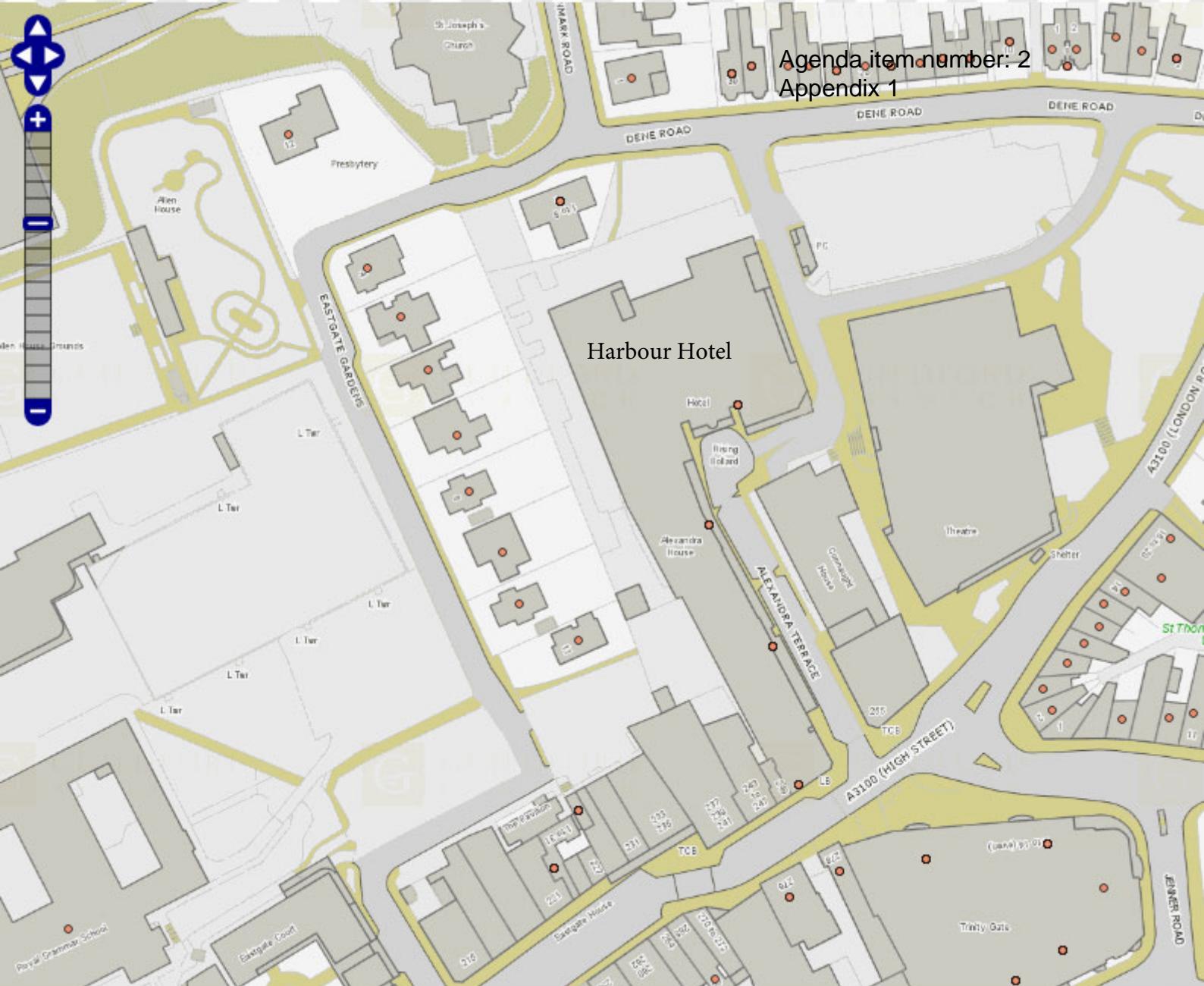
To comply with the requirements of the Licensing Act 2003

Background Papers:

This revised guidance issued under s 182 comes into force from 6 April 2018.

Originator:

Mark Adams
Licensing Officer
Tel: (01483) 444368
E-Mail: mark.adams@guildford.gov.uk



Agenda item number: 2
Appendix 1





Licensing Act 2003 Premises Licence

NAME OF LICENSED PREMISES

Guildford Harbour Hotel

ADDRESS OF LICENSED PREMISES

Guildford Harbour Hotel , 3, Alexandra Terrace, Guildford, Surrey, GU1 3DA

ORIGINAL LICENCE COMMENCEMENT DATE

EXPIRY DATE, IF TIME LIMITED

03/10/2011

N/A

LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

- Plays
- Films
- Live Music
- Recorded Music
- Performance of Dance
- Anything of a similar description to that falling within live music, recorded music or performance of dance
- Late Night Refreshment
- Sale of Alcohol

Plays Indoors

Day	Start Time	End Time
Monday	10:00	01:00
Tuesday	10:00	01:00
Wednesday	10:00	02:00
Thursday	10:00	02:00
Friday	10:00	02:00
Saturday	10:00	02:00
Sunday	10:00	01:00

Seasonal Variations: On a Sunday preceding a Bank Holiday Monday licensable activities will end at 02:00 for all regulated entertainment. On a Sunday preceding a Bank Holiday Monday the terminal hour in the Market Bar and Kitchen will be 2 am for all licensable activities. In the Market Bar and Kitchen an extension of all licensable activities from the terminal hour on New Years' Eve to the terminal hour on New Years' Day.



Licensing Act 2003 Premises Licence

Films Indoors

Day	Start Time	End Time
Monday	10:00	01:00
Tuesday	10:00	01:00
Wednesday	10:00	02:00
Thursday	10:00	02:00
Friday	10:00	02:00
Saturday	10:00	02:00
Sunday	10:00	01:00

Seasonal Variations: On a Sunday preceding a Bank Holiday Monday licensable activities will end at 02:00 for all regulated entertainment. On a Sunday preceding a Bank Holiday Monday the terminal hour in the Market Bar and Kitchen will be 2 am for all licensable activities. In the Market Bar and Kitchen an extension of all licensable activities from the terminal hour on New Years' Eve to the terminal hour on New Years' Day.

Live Music Indoors

Day	Start Time	End Time
Monday	10:00	01:00
Tuesday	10:00	01:00
Wednesday	10:00	02:00
Thursday	10:00	02:00
Friday	10:00	02:00
Saturday	10:00	02:00
Sunday	10:00	01:00

Seasonal Variations: On a Sunday preceding a Bank Holiday Monday licensable activities will end at 02:00 for all regulated entertainment. On a Sunday preceding a Bank Holiday Monday the terminal hour in the Market Bar and Kitchen will be 2 am for all licensable activities. In the Market Bar and Kitchen an extension of all licensable activities from the terminal hour on New Years' Eve to the terminal hour on New Years' Day.

Recorded Music Both indoors and outdoors

Day	Start Time	End Time
Monday	10:00	01:00
Tuesday	10:00	01:00
Wednesday	10:00	02:00
Thursday	10:00	02:00
Friday	10:00	02:00
Saturday	10:00	02:00
Sunday	10:00	01:00

Seasonal Variations: On a Sunday preceding a Bank Holiday Monday licensable activities will end at 02:00 for all regulated entertainment. On a Sunday preceding a Bank Holiday Monday the terminal hour in the Market Bar and Kitchen will be 2 am for all licensable activities. In the Market Bar and Kitchen an extension of all licensable activities from the terminal hour on New Years' Eve to the terminal hour on New Years' Day.



Licensing Act 2003 Premises Licence

Performance of Dance Indoors

Day	Start Time	End Time
Monday	10:00	01:00
Tuesday	10:00	01:00
Wednesday	10:00	02:00
Thursday	10:00	02:00
Friday	10:00	02:00
Saturday	10:00	02:00
Sunday	10:00	01:00

Seasonal Variations: On a Sunday preceding a Bank Holiday Monday licensable activities will end at 02:00 for all regulated entertainment. On a Sunday preceding a Bank Holiday Monday the terminal hour in the Market Bar and Kitchen will be 2 am for all licensable activities. In the Market Bar and Kitchen an extension of all licensable activities from the terminal hour on New Years' Eve to the terminal hour on New Years' Day.

Anything of a similar description to that falling within live music, recorded music or performance of dance Indoors

Day	Start Time	End Time
Monday	10:00	01:00
Tuesday	10:00	01:00
Wednesday	10:00	02:00
Thursday	10:00	02:00
Friday	10:00	02:00
Saturday	10:00	02:00
Sunday	10:00	01:00

Seasonal Variations: On a Sunday preceding a Bank Holiday Monday licensable activities will end at 02:00 for all regulated entertainment. On a Sunday preceding a Bank Holiday Monday the terminal hour in the Market Bar and Kitchen will be 2 am for all licensable activities. In the Market Bar and Kitchen an extension of all licensable activities from the terminal hour on New Years' Eve to the terminal hour on New Years' Day.

Late Night Refreshment Both indoors and outdoors

Day	Start Time	End Time
Monday	23:00	05:00
Tuesday	23:00	05:00
Wednesday	23:00	05:00
Thursday	23:00	05:00
Friday	23:00	05:00
Saturday	23:00	05:00
Sunday	23:00	05:00

Seasonal Variations: On a Sunday preceding a Bank Holiday Monday the terminal hour in the Market Bar and Kitchen will be 2 am for all licensable activities. In the Market Bar and Kitchen an extension of all licensable activities from the terminal hour on New Years' Eve to the terminal hour on New Years' Day.

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Licensing Team Leader
Guildford Borough Council



Licensing Act 2003 Premises Licence

Sale of Alcohol
Both on and off the premises

Day	Start Time	End Time
Monday	00:00	00:00
Tuesday	00:00	00:00
Wednesday	00:00	00:00
Thursday	00:00	00:00
Friday	00:00	00:00
Saturday	00:00	00:00
Sunday	00:00	00:00

Seasonal Variations: On a Sunday preceding a Bank Holiday Monday the terminal hour in the Market Bar and Kitchen will be 2 am for all licensable activities. In the Market Bar and Kitchen an extension of all licensable activities from the terminal hour on New Years' Eve to the terminal hour on New Years' Day.

Opening Hours

Day	Start Time	End Time
Monday	00:00	00:00
Tuesday	00:00	00:00
Wednesday	00:00	00:00
Thursday	00:00	00:00
Friday	00:00	00:00
Saturday	00:00	00:00
Sunday	00:00	00:00

WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND/OR OFF SUPPLIES

ON/OFF

NAME, REGISTERED ADDRESS OF HOLDER OF PREMISES LICENCE

RMH (Guildford) LLP
6 Flat 5 Upper John Street, London, W1F 9HB

REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)

Company Number: OC324399
Charity Number: N/A

Mike Smith
Licensing Team Leader
Guildford Borough Council



Licensing Act 2003 Premises Licence

DETAILS OF DESIGNATED PREMISES SUPERVISOR

Name:	Mr Stephen David Lewis
Address:	[REDACTED]
Telephone:	
Email:	
Licence Number:	07/00032/LAPER
Licensed By:	Bristol City Council



Licensing Act 2003 Premises Licence

Mandatory condition - Sales of alcohol

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

Mandatory condition - Age verification policy

1. The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.
2. The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.
3. The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either—
 - a. a holographic mark, or
 - b. an ultraviolet feature.

Mandatory condition - Irresponsible promotions

1. The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
2. In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises—
 - a. games or other activities which require or encourage, or are designed to require or encourage, individuals to—
 - i. drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - ii. drink as much alcohol as possible (whether within a time limit or otherwise);
 - b. provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
 - c. provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
 - d. selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;
 - e. dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).

Mandatory condition - Free potable water

The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

Mandatory condition - Smaller measures

The responsible person must ensure that—

- a. where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—
 - i. beer or cider: $\frac{1}{2}$ pint;
 - ii. gin, rum, vodka or whisky: 25 ml or 35 ml; and
 - iii. still wine in a glass: 125 ml;
- b. these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and

Mike Smith

Licensing Team Leader
Guildford Borough Council



Licensing Act 2003 Premises Licence

- c. where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available."

Mandatory condition - Permitted price for alcohol

1. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.
2. For the purposes of the condition set out in paragraph 1—
 - a. "duty" is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;
 - b. "permitted price" is the price found by applying the formula $P=D+(D\times V)$, where—
 - i. P is the permitted price,
 - ii. D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
 - iii. V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
 - c. "relevant person" means, in relation to premises in respect of which there is in force a premises licence—
 - i. the holder of the premises licence,
 - ii. the designated premises supervisor (if any) in respect of such a licence, or
 - iii. the personal licence holder who makes or authorises a supply of alcohol under such a licence;
 - d. "relevant person" means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and
 - e. "value added tax" means value added tax charged in accordance with the Value Added Tax Act 1994.
3. Where the permitted price given by Paragraph (b) of paragraph 2 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.
4. (1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change to the rate of duty or value added tax.
(2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

Mandatory condition - Film exhibitions

- a) Subject to subsection (b) below, the admission of children to the exhibition of films on the premises shall be restricted in accordance with any recommendation made by the British Board of Film Classification (BBFC)
- b) If the licensing authority does not agree with the category of any film as recommended by the BBFC, it may alter the category of the film. On notice of alteration of category being given by the licensing authority to the holder of the licence, the film shall thereafter be treated as being in the altered category and admission of children to the exhibition of the film shall be restricted accordingly

Mandatory condition - Door supervision

Where at specified times one or more individuals must be at the premises to carry out a security activity, all such individuals must be licensed by the 'Security Industry Authority (SIA)

FURTHER CONDITIONS

Conditions imposed by the Sub-Committee on 9 September 2011

Conditions agreed between the applicant and the Environment Health Officer

1. A tamper proof noise-limiting device shall be installed and permanently maintained in good working order within the premises. The device shall automatically control the volume of all amplified live and recorded entertainment at the venue at all times, such that the noise will not cause disturbance to the locality or any adjacent noise sensitive premises. The maximum volume played shall be set in arrangement with officers of the Environmental Health & Licensing Division, which shall not be exceeded. If necessary, the licensee shall

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Licensing Team Leader
Guildford Borough Council



Licensing Act 2003 Premises Licence

arrange to reset this level upon request from officers of the Division.

2. All entertainment shall be restricted to within the buildings of premises except between 10:00am and 7pm in respect of unamplified music and no loud speakers external to the buildings shall be permitted.
3. External windows and doors serving the licensed area shall be kept shut at all times when entertainment is being provided. Doors may be opened for normal entrance and egress of people but must be shut immediately thereafter and must be fitted with self-closers, which shall be maintained in good working order, which shall ensure this. Noise from the closing of doors shall not be audible beyond the site boundary.
4. No handling of goods or materials, which is audible from beyond this site boundary, shall be carried out at the premises between 23:00 and 07:00. This shall particularly include operations such as putting materials or bottles into waste or recycling containers.
5. The licensee shall display notices at all public exits requesting customers to take all steps to minimise noise once they have left the premises. The wording and size of such notices to be determined in consultation with the Environmental Health Division.

Additional conditions imposed by the Sub-Committee

6. In respect of the Bistro, Market Kitchen & Bar alcohol may only be supplied up until 2am on Thursday, Friday and Saturday and the Sunday immediately preceding a bank holiday Monday, and until 12 midnight on Sunday through to Wednesday. Last orders will be called 30 minutes prior to these times and no entry to the public shall be permitted in the hour before these times.
7. In respect of the Relish Restaurant & Bar there shall be no entry after 23:00 hours for members of the public.
8. The terraces will not be used for licensable activities between 23:00 hours and 7.00 hours.

Additional conditions as laid out in the application operating schedule dated 15 July 2011

General

1. The provision of alcohol on an off sale basis shall be limited to residents of the hotel, their guests and residents of the 38 residential apartments adjoining the hotel.

The Prevention of Crime and Disorder (as amended by variation application dated 30 November 2012)

2. Management staff shall control the outside terrace areas when used during the evening period. These areas shall be segregated from the street.
3. A CCTV system must be installed on the premises. The CCTV system installed on the premises is to be fully maintained at all times with monthly maintenance checks being undertaken and shall be operational when the premises is open.
4. The CCTV system must cover all internal public areas and immediate exterior. At least one camera shall provide clear facial recognition of anyone entering the premises. All other cameras installed at the premises to provide identifiable images of individuals present.
5. There must always be a member of staff on the premises able to operate the CCTV system when the premises are open.
6. All CCTV footage to be retained for a minimum of 28 days and shall be made immediately available, either for viewing or in a format that can be downloaded to any responsible authority upon request within 24 hours.
7. A minimum of two Security Industry Authority accredited door supervisors working in the Market Bar (MKB) from 22:00 until 02:00 Thursdays, Fridays, Saturdays and any Sunday immediately preceding a Bank Holiday Monday. Where a door supervisor becomes unavailable due to accident, emergency or unforeseen circumstances reasonable endeavours will be made to expedite an immediate replacement.
8. Staff shall patrol licensed areas in order to identify anyone who is drunk or drinking to excess.
9. Signs shall be displayed in prominent positions highlighting the premises' proof of age policy and crime prevention measures.
10. Suitable signage shall be in place indicating the extent of the external licensed areas.

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Guildford Borough Council



Licensing Act 2003 Premises Licence

11. Staff shall be given drug awareness training.
12. The toilets shall be inspected on a regular basis to discourage illegal use of drugs on the premises.
13. The premises shall use an "incident log" to record all incidents on the premises.
14. The Lobby/reception area shall be permanently manned.

Public Safety

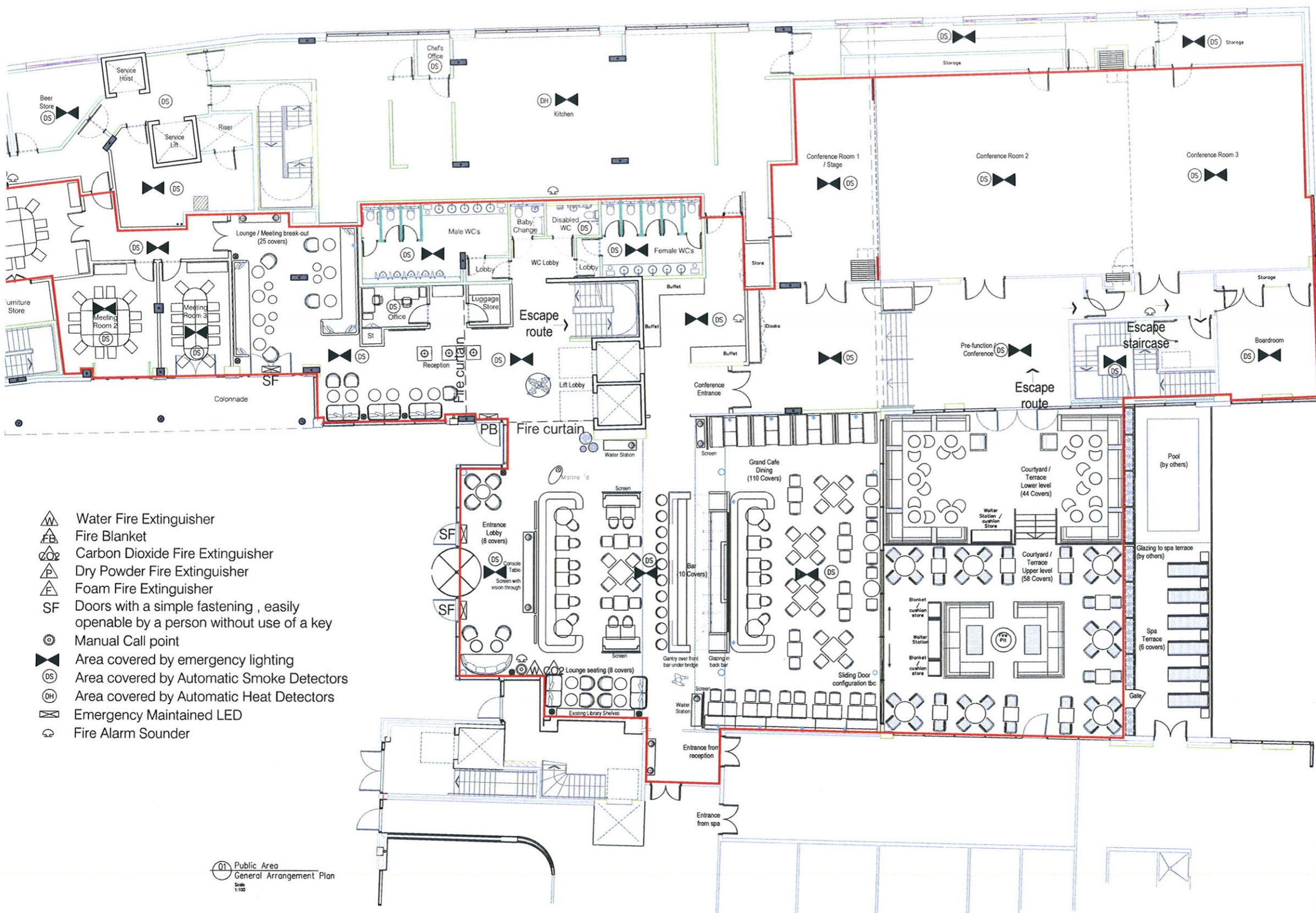
15. Exit routes shall be clearly marked and visible and exit doors clearly displayed.
16. There shall be a full automatic fire alarm system throughout the building.
17. There shall be provision of an emergency lighting system to all public areas, staircases and fire escapes.
18. Emergency equipment shall be checked at regular intervals and recorded.
19. Risk areas i.e. kitchens and boilers, shall be segregated from public areas.
20. Staff shall be trained in respect of an emergency, including evacuation procedures.
21. Staff trained in dealing with illness or injuries (First Aid) shall be available during licensed hours.
22. A Duty Manager shall supervise the premises.
23. The Premises/company shall have a written health and safety policy.
24. All staff to be made aware of procedures to deal with spillages and other hazards.

The Prevention of Public Nuisance

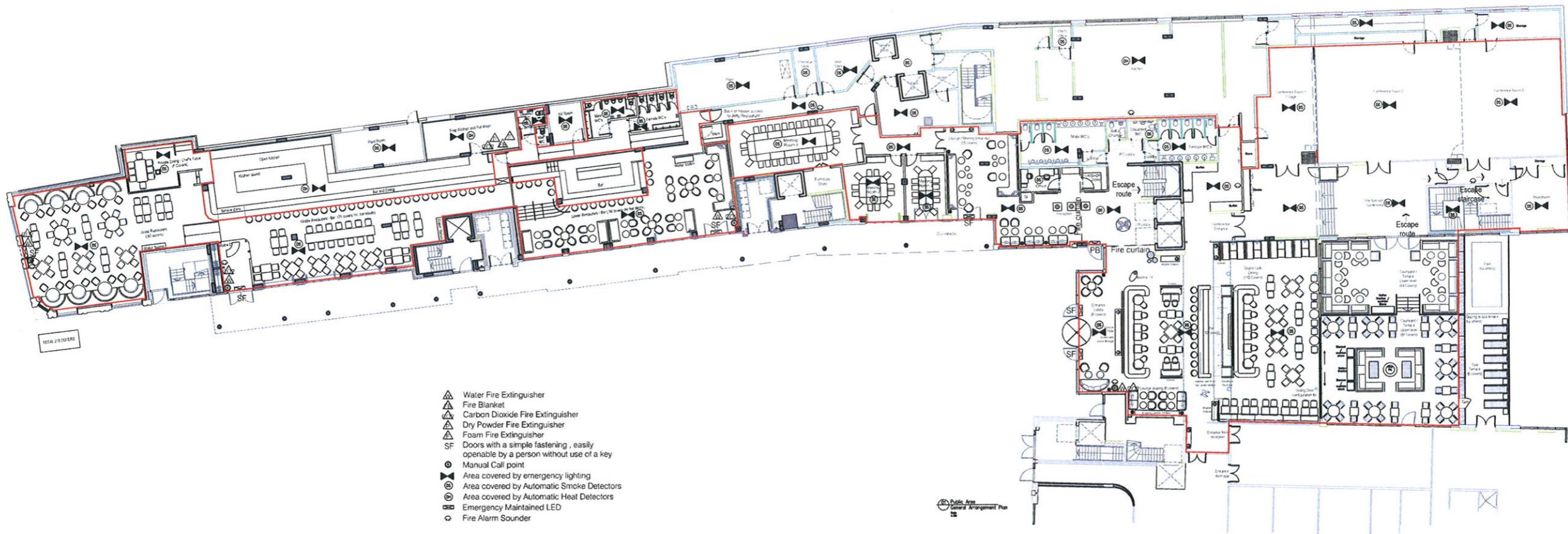
25. Alarms shall be provided on doors to alert staff if doors are opened.

The Protection of Children from Harm

26. No children shall be allowed in licensed bars after 21:00, unless resident at the hotel or accompanied by an adult.
27. All staff who sell/supply alcohol shall be trained in age identification.

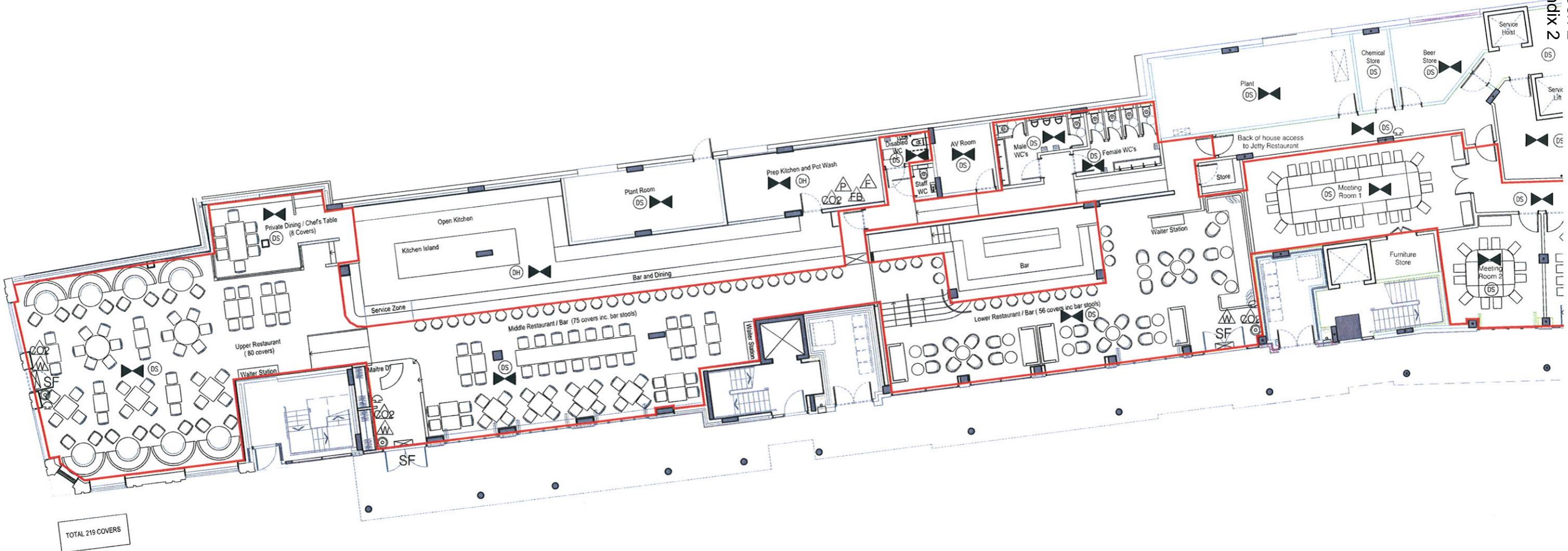


CLIENT NJG		JOB TITLE Harbour Hotels Guildford	
DRAWING TITLE Ground Floor Licence Plan		DRAWING NO. GHH/747/018	
SCALE 1:100		DATE 06/07/16	
o@tes www.oates-construction.co.uk Unit 4 Ventura Centre Ventura Place Pool BH16 5SW Tel 01202 627160 Fax 01202627161			



Agenda item number: 2
Appendix 2

CLIENT NJG		JOB TITLE Ground Floor Licence Plan	
DRAWING TITLE -		JOB TITLE Harbour Hotels Guildford	
-		-	
-		-	
-		-	
SCALE 1:200	DRAWING NO. GHH/747/016	DATE 06/07/16	
o@tes www.oates-construction.co.uk <small>Unit 4 Ventura Centre Ventura Place Pool BH16 5SW Tel 01202 627160 Fax 01202627161</small>			



- Water Fire Extinguisher
- Fire Blanket
- Carbon Dioxide Fire Extinguisher
- Dry Powder Fire Extinguisher
- Foam Fire Extinguisher
- SF Doors with a simple fastening , easily openable by a person without use of a key
- Manual Call point
- Area covered by emergency lighting
- Area covered by Automatic Smoke Detectors
- Area covered by Automatic Heat Detectors
- Emergency Maintained LED
- Fire Alarm Sounder

CLIENT NJG		JOB TITLE Harbour Hotels Guildford
DRAWING TITLE Ground Floor Licence Plan	DRAWING NO. GHH/747/017	
-	-	-
-	-	-
-	-	-
SCALE 1:100	DRAWING NO. GHH/747/017	DATE 06/07/16
o@tes www.oates-construction.co.uk		
Unit 4 Ventura Centre Ventura Place Poole BH16 5SW Tel 01202 627160 Fax 01202627161		



G+1
Galliford Try

Construction

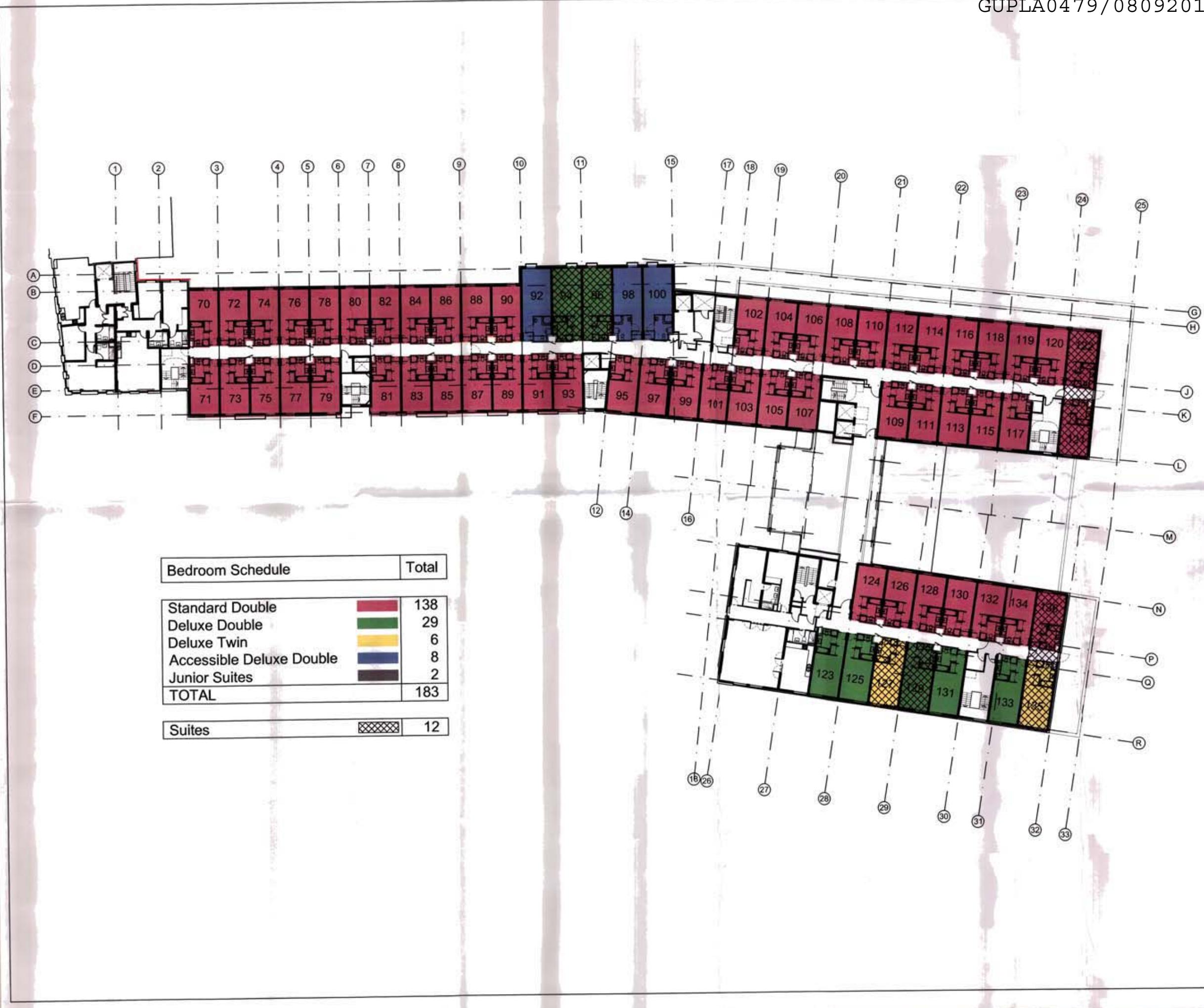
Agenda item number
Appendix 2

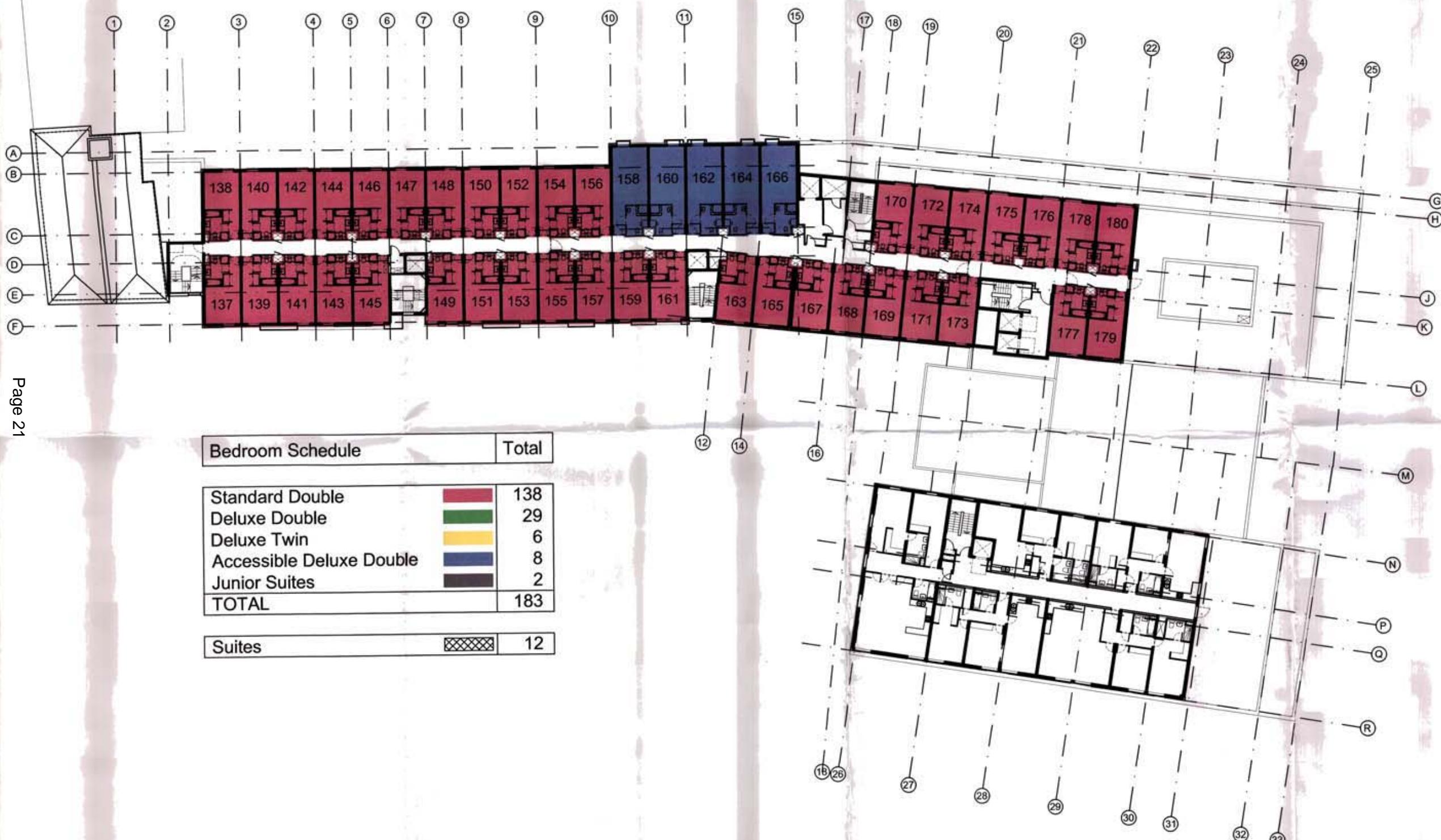
Revision
Job Title
GUILDFORD HOTEL
Location
**ALEXANDRA TERRACE
GUILDFORD**
Drawing Title
**HOTEL BEDROOM SCHEDULE
LEVEL G+1**
Date 22/07/09 Drawn by
Status N/A Checked
ALL DIMENSIONS TO BE CHECKED ON SITE. DO NOT SCA
COPYRIGHT & INTELLECTUAL PROPERTY RIGHTS REMAIN WITH LANGLEY HALL ASSOCIATES
Royal Station Court, Twyfo
Reading, Berkshire, RG10 9B
Tel: 0118 932 0980 Fax: 0118 932 05
e-mail: architecture@longley-hall.co

LHA

Drawn No. 2640-250

D





D: 13/07/10
Hatch to accessible double rooms corrected
Schedule reverted to:
29no. Deluxe double rooms and
8no. Accessible deluxe double rooms

C: 08/07/10
Schedule corrected to show:
34 no. Deluxe double rooms and
3 no. Accessible deluxe double rooms.

B: 29/06/10
Standard twin rooms changed to
standard doubles

A: 24/06/10
2 no. Junior Suites added to level G+4
and schedule.
Standard double rooms reduced by 3
no. to 126.
Standard twin rooms reduced by 1 no.
to 12.
Total room numbers reduced by 2 no.
to 183.

G+3

Galliford Try

Construction

Agenda item number: 2
Appendix 2

Revision: _____
Job Title: GUILDFORD HOTEL
Location: ALEXANDRA TERRACE
GUILDFORD
Drawing Title: HOTEL BEDROOM SCHEDULE
LEVEL G+3
Date: 22/07/09 Drawn: _____
Scale: N/A Checked: _____
ALL DIMENSIONS TO BE CHECKED ON SITE. DO NOT SCALE.
COPYRIGHT & INTELLECTUAL PROPERTY RIGHTS REMAIN WITH LANGLEY HALL ASSOCIATES LTD
LHA Royal Station Court, Twyford
Reading, Berkshire, RG10 9NF
Tel: 0118 932 0980 Fax: 0118 932 0981
e-mail: architecture@langley-hall.co.uk
Drawing No. 2640-252 Revision D



D: 13/07/10
Schedule reverted to:
29no. Deluxe double rooms and
8no. Accessible deluxe double rooms

C: 08/07/10
Schedule corrected to show:
34 no. Deluxe double rooms and
3 no. Accessible deluxe double rooms.

B: 29/06/10
Standard twin rooms changed to
standard doubles

A: 24/06/10
2 no.Junior Suites added to level G+4
and schedule.
Standard double rooms reduced by 3
no. to 126.
Standard twin rooms reduced by 1 no.
to 12.
Total room numbers reduced by 2 no.
to 183.

G+4
Galliford Try

Construction

Revision: _____
Job Title: GUILDFORD HOTEL

Location: ALEXANDRA TERRACE
GUILDFORD

Drawing Title: HOTEL BEDROOM SCHEDULE
LEVEL G+4

Date: 22/07/09 Drawn: db

Scale: N/A Checked: _____
ALL DIMENSIONS TO BE CHECKED ON SITE. DO NOT SCALE
COPYRIGHT & INTELLECTUAL PROPERTY RIGHTS REMAIN WITH LANGLEY HALL ASSOCIATES LTD

Royal Station Court, Twyford
Reading, Berkshire, RG10 9NF
Tel: 0118 932 0980 Fax: 0118 932 0981
e-mail: architecture@langley-hall.co.uk

LHA
Drawing No. 2640-253 Revision D



Licensing Act 2003 Premises Licence Summary

NAME OF LICENSED PREMISES

Guildford Harbour Hotel

ADDRESS OF LICENSED PREMISES

Guildford Harbour Hotel , 3, Alexandra Terrace, Guildford, Surrey, GU1 3DA

ORIGINAL LICENCE COMMENCEMENT DATE

03/10/2011

EXPIRY DATE, IF TIME LIMITED

N/A

LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

- Plays
- Films
- Live Music
- Recorded Music
- Performance of Dance
- Anything of a similar description to that falling within live music, recorded music or performance of dance
- Late Night Refreshment
- Sale of Alcohol

Plays Indoors

Day	Start Time	End Time
Monday	10:00	01:00
Tuesday	10:00	01:00
Wednesday	10:00	02:00
Thursday	10:00	02:00
Friday	10:00	02:00
Saturday	10:00	02:00
Sunday	10:00	01:00

Seasonal Variations: On a Sunday preceding a Bank Holiday Monday licensable activities will end at 02:00 for all regulated entertainment. On a Sunday preceding a Bank Holiday Monday the terminal hour in the Market Bar and Kitchen will be 2 am for all licensable activities. In the Market Bar and Kitchen an extension of all licensable activities from the terminal hour on New Years' Eve to the terminal hour on New Years' Day.



Licensing Act 2003 Premises Licence Summary

Films Indoors

Day	Start Time	End Time
Monday	10:00	01:00
Tuesday	10:00	01:00
Wednesday	10:00	02:00
Thursday	10:00	02:00
Friday	10:00	02:00
Saturday	10:00	02:00
Sunday	10:00	01:00

Seasonal Variations: On a Sunday preceding a Bank Holiday Monday licensable activities will end at 02:00 for all regulated entertainment. On a Sunday preceding a Bank Holiday Monday the terminal hour in the Market Bar and Kitchen will be 2 am for all licensable activities. In the Market Bar and Kitchen an extension of all licensable activities from the terminal hour on New Years' Eve to the terminal hour on New Years' Day.

Live Music Indoors

Day	Start Time	End Time
Monday	10:00	01:00
Tuesday	10:00	01:00
Wednesday	10:00	02:00
Thursday	10:00	02:00
Friday	10:00	02:00
Saturday	10:00	02:00
Sunday	10:00	01:00

Seasonal Variations: On a Sunday preceding a Bank Holiday Monday licensable activities will end at 02:00 for all regulated entertainment. On a Sunday preceding a Bank Holiday Monday the terminal hour in the Market Bar and Kitchen will be 2 am for all licensable activities. In the Market Bar and Kitchen an extension of all licensable activities from the terminal hour on New Years' Eve to the terminal hour on New Years' Day.

Recorded Music Both indoors and outdoors

Day	Start Time	End Time
Monday	10:00	01:00
Tuesday	10:00	01:00
Wednesday	10:00	02:00
Thursday	10:00	02:00
Friday	10:00	02:00
Saturday	10:00	02:00
Sunday	10:00	01:00

Seasonal Variations: On a Sunday preceding a Bank Holiday Monday licensable activities will end at 02:00 for all regulated entertainment. On a Sunday preceding a Bank Holiday Monday the terminal hour in the Market Bar and Kitchen will be 2 am for all licensable activities. In the Market Bar and Kitchen an extension of all licensable activities from the terminal hour on New Years' Eve to the terminal hour on New Years' Day.



Licensing Act 2003 Premises Licence Summary

Performance of Dance Indoors

Day	Start Time	End Time
Monday	10:00	01:00
Tuesday	10:00	01:00
Wednesday	10:00	02:00
Thursday	10:00	02:00
Friday	10:00	02:00
Saturday	10:00	02:00
Sunday	10:00	01:00

Seasonal Variations: On a Sunday preceding a Bank Holiday Monday licensable activities will end at 02:00 for all regulated entertainment. On a Sunday preceding a Bank Holiday Monday the terminal hour in the Market Bar and Kitchen will be 2 am for all licensable activities. In the Market Bar and Kitchen an extension of all licensable activities from the terminal hour on New Years' Eve to the terminal hour on New Years' Day.

Anything of a similar description to that falling within live music, recorded music or performance of dance Indoors

Day	Start Time	End Time
Monday	10:00	01:00
Tuesday	10:00	01:00
Wednesday	10:00	02:00
Thursday	10:00	02:00
Friday	10:00	02:00
Saturday	10:00	02:00
Sunday	10:00	01:00

Seasonal Variations: On a Sunday preceding a Bank Holiday Monday licensable activities will end at 02:00 for all regulated entertainment. On a Sunday preceding a Bank Holiday Monday the terminal hour in the Market Bar and Kitchen will be 2 am for all licensable activities. In the Market Bar and Kitchen an extension of all licensable activities from the terminal hour on New Years' Eve to the terminal hour on New Years' Day.

Late Night Refreshment Both indoors and outdoors

Day	Start Time	End Time
Monday	23:00	05:00
Tuesday	23:00	05:00
Wednesday	23:00	05:00
Thursday	23:00	05:00
Friday	23:00	05:00
Saturday	23:00	05:00
Sunday	23:00	05:00

Seasonal Variations: On a Sunday preceding a Bank Holiday Monday the terminal hour in the Market Bar and Kitchen will be 2 am for all licensable activities. In the Market Bar and Kitchen an extension of all licensable activities from the terminal hour on New Years' Eve to the terminal hour on New Years' Day.

Mike Smith

Licensing Team Leader
Guildford Borough Council



Licensing Act 2003 Premises Licence Summary

Sale of Alcohol

Both on and off the premises

Day	Start Time	End Time
Monday	00:00	00:00
Tuesday	00:00	00:00
Wednesday	00:00	00:00
Thursday	00:00	00:00
Friday	00:00	00:00
Saturday	00:00	00:00
Sunday	00:00	00:00

Seasonal Variations: On a Sunday preceding a Bank Holiday Monday the terminal hour in the Market Bar and Kitchen will be 2 am for all licensable activities. In the Market Bar and Kitchen an extension of all licensable activities from the terminal hour on New Years' Eve to the terminal hour on New Years' Day.

Opening Hours

Day	Start Time	End Time
Monday	00:00	00:00
Tuesday	00:00	00:00
Wednesday	00:00	00:00
Thursday	00:00	00:00
Friday	00:00	00:00
Saturday	00:00	00:00
Sunday	00:00	00:00

WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND/OR OFF SUPPLIES

ON/OFF

NAME, REGISTERED ADDRESS OF HOLDER OF PREMISES LICENCE

RMH (Guildford) LLP
6 Flat 5 Upper John Street, London, W1F 9HB

REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)

Company Number: OC324399
Charity Number: N/A

Mike Smith
Licensing Team Leader
Guildford Borough Council



Licensing Act 2003 Premises Licence Summary

DESIGNATED PREMISES SUPERVISOR

Mr Stephen David Lewis

STATE WHETHER ACCESS TO THE PREMISES BY CHILDREN IS RESTRICTED OR PROHIBITED

Where adult entertainments are arranged, children will be excluded. No children shall be allowed in licensed bars after 21:00, unless resident at the hotel or accompanied by an adult.

Mike Smith
Licensing Team Leader
Guildford Borough Council

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* required information

Section 1 of 9

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

System reference

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

Your reference

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

Are you an agent acting on behalf of the applicant?

Yes No

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

Applicant Details

* First name

* Family name

* E-mail

Main telephone number

Include country code.

Other telephone number

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

Are you:

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

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

Applicant Business

Is your business registered in the UK with Companies House?

Yes

No

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

Registration number

Business name

If your business is registered, use its registered name.

VAT number

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

Legal status

Agenda item number: 2
Appendix 3

Continued from previous page...

Your position in the business	General Manager	The country where the headquarters of your business is located.
Home country	United Kingdom	
Registered Address		Address registered with Companies House.
Building number or name	3	
Street	Alexandra Terrace	
District		
City or town	Guildford	
County or administrative area	Surrey	
Postcode	GU1 3DA	
Country	United Kingdom	

Section 2 of 9

APPLICATION DETAILS (See also guidance on completing the form, general notes and note 1)

Have you had any previous or maiden names?

Yes

No

* Your date of birth

dd mm yyyy

Applicant must be 18 years of age or older

National Insurance number

This box need not be completed if you are an individual not liable to pay UK national insurance.

Place of birth

Correspondence Address

Is the address the same as (or similar to) the address given in section one?

Yes

No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

Building number or name

3

Street

Alexandra Terrace

District

City or town

Guildford

County or administrative area

Surrey

Postcode

GU1 3DA

Country

United Kingdom

Continued from previous page...

Additional Contact Details

Are the contact details the same as (or similar to) those given in section one?

Yes

No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

E-mail

S [REDACTED]

Telephone number

[REDACTED]

Other telephone number

[REDACTED]

Section 3 of 9

THE PREMISES

I, the proposed user, hereby give notice under section 100 of the Licensing Act 2003 of my proposal to carry out a temporary activity at the premises described below.

Give the address of the premises where you intend to carry on the licensable activities or if it has no address give a detailed description (including the Ordnance Survey references). [\(See also guidance on completing the form, note 2\)](#)

* Does the premises have an address?

Yes

No

Address

Is the address the same as (or similar to) the address given in section one?

Yes

No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

* Building number or name

3

* Street

Alexandra Terrace

District

[REDACTED]

* City or town

Guildford

County or administrative area

Surrey

* Postcode

GU1 3DA

* Country

United Kingdom

* Does a premises licence or club premises certificate have effect in relation to the premises (or any part of the premises)?

Neither

Premises licence

Club premises certificate

* Premises licence number

GUPLA0479

Location Details

* Provide further details about the location of the event

Location Guildford Harbour Hotel on our outdoor terrace

Agenda item number: 2
Appendix 3

Continued from previous page...

If you intend to use only part of the premises at this address or intend to restrict the area to which this notice applies, give a description and details below ([see also guidance on completing the form, note 3](#))

Outdoor Terrace only - Maximum capacity 50 guests

Describe the nature of the premises below ([see also guidance on completing the form, note 4](#))

Rear of the HarBar dining area - external terrace

Describe the nature of the event below ([see also guidance on completing the form, note 5](#))

Outdoor cinema
Evening
6-7pm start
conclusion by 10pm

Section 4 of 9

LICENSABLE ACTIVITIES

State the licensable activities that you intend to carry on at the premises

([see also guidance on completing the form, note 6](#)):

- The sale by retail of alcohol
- The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club
- The provision of regulated entertainment [\(See also guidance on completing the form, note 7\)](#)
- The provision of late night refreshment
- The giving of a late temporary event notice Late notices can be given no later than 5 working days but no earlier than 9 working days before the event.
[\(See also guidance on completing the form, note 8\)](#)

Event Dates

There must be a period of at least 10 working days between the date you submit this form and the date of the earliest event when you will be using these premises for licensable activities.

State the dates on which you intend to use these premises for licensable activities

([see also guidance on completing the form, note 9](#))

Event start date

04 / 07 / 2019
dd mm yyyy

The maximum period for using premises for licensable activities under the authority of a temporary event notice is 168 hours or seven days.

Event end date

04 / 07 / 2019
dd mm yyyy

Continued from previous page...

State the times during the event period that you propose to carry on licensable activities (give times in 24 hour clock)

1900 - 2200

([see also guidance on completing the form, note 10](#))

State the maximum number of people at any one time that you intend to allow to be present at the premises during the times when you intend to carry on licensable activities, including any staff, organisers or performers

50

Note that the maximum number of people cannot exceed 499.

([see also guidance on completing the form, note 11](#))

If the licensable activities will include the supply of alcohol, state whether the supplies will be for consumption on or off the premises, or both

([see also guidance on completing the form, note 12](#)):

- On the premises only
- Off the premises only
- Both

Section 5 of 9

RELEVANT ENTERTAINMENT ([See also guidance on completing the form, note 13](#))

State if the licensable activities will include the provision of relevant entertainment. If so, state the times during the event period that you propose to provide relevant entertainment

1900 - 2200

Section 6 of 9

PERSONAL LICENCE HOLDERS ([See also guidance on completing the form, note 14](#))

Do you currently hold a valid personal licence?

- Yes
- No

Provide the details of your personal licence below.

Issuing licensing authority

Bristol

Licence number

07/0032//LAPER

Date of issue

01 / 01 / 2006

dd mm yyyy

Any further relevant details

Continued from previous page...

Section 7 of 9

PREVIOUS TEMPORARY EVENT NOTICES [\(See also guidance on completing the form, note 15\)](#)

Have you previously given a temporary event notice in respect of any premises for events falling in the same calendar year as the event for which you are now giving this temporary event notice?

Yes No

Have you already given a temporary event notice for the same premises in which the event period:

- a) Ends 24 hours or less before; or
- b) Begins 24 hours or less after the event period proposed in this notice?

Yes No

Section 8 of 9

ASSOCIATES AND BUSINESS COLLEAGUES [\(See also guidance on completing the form, note 16\)](#)

Has any associate of yours given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?

Yes No

Has any associate of yours already given a temporary event notice for the same premises in which the event period:

- a) Ends 24 hours or less before; or
- b) Begins 24 hours or less after the event period proposed in this notice?

Yes No

Has any person with whom you are in business carrying on licensable activities given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?

Yes No

Continued from previous page...

Has any person with whom you are in business carrying on licensable activities already given a temporary event notice for the same premises in which the event period:

Yes No

- a) Ends 24 hours or less before; or
- b) Begins 24 hours or less after the event period proposed in this notice?

Section 9 of 9

CONDITION [\(See also guidance on completing the form, note 18\)](#)

It is a condition of this temporary event notice that where the relevant licensable activities described in Sections 4 and 5 above include the supply of alcohol that all such supplies are made by or under the authority of the premises user.

PAYMENT DETAILS

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

This formality requires a fixed fee of £21

DECLARATION [\(See also guidance on completing the form, note 19\)](#)

- * The information contained in this form is correct to the best of my knowledge and belief
- * I understand that it is an offence:
 - * (i) to knowingly or recklessly make a false statement in connection with this temporary event notice and that a person is liable on conviction for such an offence to a fine up to level 5 on the standard scale; and
 - * (ii) to permit an unauthorised licensable activity to be carried on at any place and that a person is liable on conviction for any such offence to a fine not exceeding £20,000, or to imprisonment for a term not exceeding six months, or to both

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

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

* Full name

Stephen Lewis

* Capacity

50

* Date

03 / 05 / 2019

dd mm yyyy

Add another signatory

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

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

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

Agenda item number: 2
Appendix 3

OFFICE USE ONLY

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

[1](#) [2](#) [3](#) [4](#) [5](#) [6](#) [7](#) [8](#) [9](#) [Next >](#)

From: Ian Croll
Sent: 07 May 2019 14:46
To: [REDACTED]

[REDACTED] Licensing Act 2003 – Notice of objection to TEN GT-MAY2019-6

Dear Sir/Madam,

Notification has been received by Environmental Health that Guildford Harbour Hotel, 3 Alexandra Terrace, High Street, Guildford, GU1 3DA has submitted a TEN application for 04 July 2019: times 19:00 – 22:00; The provision of regulated entertainment; 50 people max in attendance; event described as "Outdoor Cinema, Evening, 6-7pm start, conclusion by 10pm".

Environmental Health object to this application on the grounds that it would undermine the licensing objective of prevention of public nuisance.

The evidence to support this objection is as follows:

1. 28/09/16 – GBC received a complaint from a resident of Dene Road, regarding rowdy people and loud music noise from the external terrace at the hotel. Customer advised that the noise had been ongoing over the summer whenever the external terrace was used. The customer had also complained directly to the hotel on 18/09/16.
2. 30/06/17 – GBC received a complaint from a resident of Dene Road, regarding noise from loud music being played on the external terrace at the hotel. A complaint was made directly to the hotel regarding 6 hours of saxophone music being played on a weekend, disturbing local neighbours. This specific complaint related to an event at the hotel the previous night, which also disturbed residents. Following this complaint Environmental Health warned the manager, Ben Samuel, to be aware of noise complaints from events on the external terrace and that it may lead to a review of the licence. It was also agreed that a staff member would patrol for noise around Dene Road during events and that the terrace would be vacated at 10pm.
3. 31/08/17 – GBC received a complaint from a resident of Dene Road, regarding noise from loud music on the terrace at the hotel.
4. 22/09/17 – GBC received a complaint from a 2nd resident of Dene Road, regarding noise from loud music and revellers during an event on 22/09/17, which was still ongoing at 10pm.
5. 23/09/17 – GBC received a complaint from a resident of Eastgate gardens, regarding noise from loud music during an event on 22/09/17. The customer rung the hotel directly during the evening and the duty manager advised the customer that the event would finish at 10pm and they had a licence. The

Duty Manager advised he would ask DJ to turn the music down a little, which occurred, but music was later turned back up at 9pm. The hotel was called a further 5 times during the evening, each time with the caller being cut off. The police were eventually called later in the evening, but would not deal with the complaint.

6. 27/05/18 – GBC received a complaint from a resident of Dene Road, regarding excessively loud music coming from the external terrace due to an event at the Hotel.
7. 30/06/18 – GBC received a complaint from a resident of Dene Road, regarding loud music coming from the external terrace due to an event at the Hotel.
8. 07/07/18 – GBC received a complaint from a resident of Eastgate Gardens, regarding loud music coming from the external terrace due to an event on the 27/05/18. Reports were that they were subjected to a barrage of loud music and bass thumping for over 7 hours. After 4 hours the customer visited the hotel to complain directly and found internal guests also complaining about the noise. The duty manager agreed to turn the music down, but they continued to be disturbed until 10pm.
9. 03/08/18 – Environmental Health visited the General Manager Steve Lewis to discuss the noise complaints on the external terrace, which this year were due to "Summer Sundowner" events. These were described by Mr Lewis as "chillout events" on the terrace, whereby the music is at a level where conversations are able to be held at a reasonable level. Mr Lewis was advised that 3 separate households had complained about the previous event and that any future events must be regulated for noise, with the DJ also being advised about the complaints. Two further events were planned for 31/08/18 and 21/09/18. Environmental Health requested that during future events the music was kept at a reasonable level and that patrols were undertaken at nearby residencies, to monitor for noise during the events.
10. 31/08/18 – GBC received a complaint from a resident of Dene Road, regarding loud music coming from the external terrace due to an event at the hotel.
11. 31/08/18 – Guildford Borough Council Out of Hours patrol visited the Harbour Hotel during the Summer Sundowner "Rumtastic" event at 9.15pm. At the rear of the hotel outside complainants' properties in Dene Road, music lyrics of several songs could clearly be heard. At 9.29pm the duty manager was advised that the music was too loud. The out of hours officers requested that the volume was turned down and this was done for the remaining half hour of the event.
12. 14/09/19 – Environmental Health met with the Food & Beverage manager at Guildford Harbour hotel to discuss the event on 31/08/18, which was clearly not a "Chillout event" as described, but rather a "disco" on the terrace. The F&B manager was advised that music at future events needed to be at a low volume so as not to cause a nuisance. In addition it was reiterated that there

must be monitoring to ensure that these issues do not recur. The final summer sundowner event on 21/09/18 did not take place.

Issues surrounding noise from events on the external Terrace at the Guildford Harbour Hotel have been ongoing for several years, and despite attempts by Environmental Health to minimise the noise and therefore the risk of complaints from these events, and despite meetings held with management at the hotel, Environmental Health have continued to receive complaints from nearby residents when events are held on the external terrace. It is my opinion that an outdoor cinema event on the terrace would also give rise to noise complaints if held on the Terrace.

For these reasons, Environmental Health are satisfied that the granting of this TEN would undermine the licensing objective of preventing public nuisance. This objection is also served on Surrey Police Licensing, in accordance with the legislation.

Yours faithfully,

Ian Croll
Environmental Health Officer
Regulatory Services
Guildford Borough Council
Millmead House
Millmead
Guildford
GU2 4BB

Guildford Borough Council **UNCLASSIFIED INTERNAL**

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