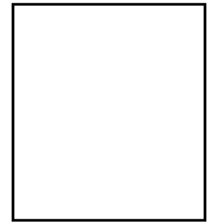




**SHEFFIELD CITY COUNCIL
Licensing Sub Committee
Report**



Report of: Chief Licensing Officer, Head of Licensing

Date: **Monday 13th May 2024 at 10am**

Subject: Licensing Act 2003

Author of Report: Jayne Gough

Summary: To consider an application to grant a premises licence made under the Licensing Act 2003 for **Radisson Blu Hotel, 30 Pinstone Street, Sheffield, S1 2HN**

Recommendations: That members carefully consider the representations made and take such steps, as the Sub Committee consider necessary for the promotion of the Licensing Objectives.

Background Papers: Attached documents
[Sheffield City Councils Statement of Licensing Policy](#)
[Revised Guidance issued under section 182 of the Licensing Act 2003](#)

Category of Report: OPEN

**REPORT OF THE CHIEF LICENSING OFFICER
(HEAD OF LICENSING) TO THE LICENSING SUB COMMITTEE
LICENSING ACT 2003**

Ref No: 62/24

Radisson Blu Hotel, 30 Pinstone Street, Sheffield, S1 2HN

1.0 PURPOSE OF REPORT

1.1 To consider an application for the grant of a premises licence made under section 17 of the Licensing Act 2003.

2.0 THE APPLICATION

2.1 The applicants are Radisson Sheffield Limited.

2.2 The application was received by the Licensing Service on the 20th March 2024 and a full copy including the proposed plans and accompanying documents are attached at Appendix 'A' of this report.

3.0 REASONS FOR REFERRAL

3.1 The application has been referred to the Licensing Sub-Committee due to unresolved representations from the following interested parties, full copies of the representations are attached at Appendix 'B' of the report with the applicant's response to them:

- **Environmental Protection Service**
- **3 x Local Residents**

3.2 During the consultation period the applicant has agreed conditions with South Yorkshire Police and the Health Protection Service. The agreed conditions are attached at Appendix 'C' of the report.

3.3 The applicant and the Interested Parties referred to in paragraph 3.1 above have been invited to attend the hearing. Copies of the front page of the notices are attached to this report labelled Appendix 'D'.

4.0 POLICIES TO CONSIDER

4.1 [Sheffield City Council Statement of Licensing Policy.
Revised Guidance issued under section 182 of the Licensing Act 2003](#)

5.0 FINANCIAL IMPLICATIONS

5.1 There are no specific financial implications arising from this application. However, additional costs may be incurred should the matter go to appeal. In such an eventuality it may not be possible to recover all these costs. The impact of these additional costs (if any) will be kept under review and may be subject of a further report during the year.

6.0 THE LEGAL POSITION

- 6.1 The Licensing Act 2003 at section 4 (1) requires the Licensing Authority to carry out its functions with a view to promoting the Licensing Objectives which section 4(2) sets out as:-
- a) the prevention of crime and disorder,
 - b) public safety,
 - c) the prevention of public nuisance,
 - d) the protection of children from harm.
- 6.2 Section 4(3) of the Licensing Act also requires the Licensing Authority to have regard to the published statement of Licensing Policy and any guidance issued by the Secretary of State under section 182.

7.0 HEARINGS REGULATIONS

- 7.1 Regulations governing hearings under the Licensing Act 2003 have been made by the Secretary of State.
- 7.2 The Licensing Authority has provided all parties with the information required in the Regulations to the 2003 Act as set out at Appendix 'D'.
- 7.3 Attached at Appendix 'D' is the following: -
- a) a copy of the Notice of Hearing;
 - b) the rights of a party provided in Regulations 15 and 16;
 - c) the consequences if a party does not attend or is not represented at the hearing
 - d) the procedure to be followed at the hearing.

8.0 APPEALS

- 8.1 The Licensing Act 2003 section 181 and Schedule 5 makes provision for appeals to be made by the applicant and those making representations against decisions of the Licensing Authority to the Magistrates' Court.

9.0 RECOMMENDATIONS

- 9.1 That Members carefully consider the representations made and take such steps as the Sub Committee consider appropriate for the promotion of the Licensing Objectives.

10.0 OPTIONS OPEN TO THE COMMITTEE

- 10.1 To grant the premises licence in the terms requested.
- 10.2 To grant the premises licence with conditions.
- 10.3 To reject the whole or part of the application.

Chief Licensing Officer, Head of Licensing
Block C, Staniforth Road Depot
Sheffield, S9 3HD.

13th May 2024

Appendix 'A'

Application documents

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

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

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

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

We Radisson Sheffield Limited apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and 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	
Proposed Radisson Blu Hotel, 30 Pinstone Street	
Post town Sheffield	Post code S1 2HN

Telephone number of premises (if any)

Non-domestic rateable value of premises

Part 2 – Applicant Details

Please state whether you are applying for a premises licence as

- | | Please tick ✓ | |
|---|-------------------------------------|-----------------------------|
| a) An individual or individuals* | <input type="checkbox"/> | please complete section (A) |
| b) a person other than an individual* | | |
| i. as a limited company | <input checked="" type="checkbox"/> | please complete section (B) |
| ii. as a partnership | <input type="checkbox"/> | please complete section (B) |
| iii. as an unincorporated association or | <input type="checkbox"/> | please complete section (B) |
| iv. other (for example a statutory corporation) | <input type="checkbox"/> | please complete section (B) |
| c) a recognised club | <input type="checkbox"/> | please complete section (B) |
| d) a charity | <input type="checkbox"/> | please complete section (B) |
| e) the proprietor of an educational establishment | <input type="checkbox"/> | please complete section (B) |
| f) a health service body | <input type="checkbox"/> | 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 | <input type="checkbox"/> | please complete section (B) |
| h) the chief officer of police of a police force in England and Wales | <input type="checkbox"/> | please complete section (B) |

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

Please tick yes

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or
- I am making the application pursuant to a
 - Statutory function or
 - A function discharged by virtue of Her Majesty's prerogative

(A) INDIVIDUAL APPLICANTS (fill in as applicable)

Mr Mrs Miss Ms Other title (For example, Rev)

Surname First names

Date of Birth: I am 18 years old or over Please tick
Nationality:

Current postal address if different from premises address

Post Town Postcode

Daytime contact telephone number

Email address (optional)

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
Nationality:

Current postal address if different from premises address

Post Town Postcode

Daytime contact telephone number

Email address (optional)

(B) OTHER APPLICANTS

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

Name Radisson Sheffield Limited
Address Chicago Avenue Manchester M90 3RA
Registered number (where applicable) 15462460
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?
As soon as possible

Day	Month	Year

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

Day	Month	Year

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

N/A

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

This is a site that is currently under construction.

The premises are a proposed hotel which will provide accommodation to guests, being open 24 hours a day. In addition providing the usual accommodation and restaurant and bar facilities together with function suites/conference room as detailed on the plans lodged with this application.

Matters of particular note are as follows:-

1. There will be mini bar and room service to residents 24 hours a day.
2. In addition, meeting facilities will be provided for customers by the provision of conference / meeting rooms, as detailed on the plans. There will be a private dining facilities.
3. It is proposed the bar, restaurant and function and other licensed facilities will be open for licensable activities to non residents, as follows: -

Monday to Sunday – 08:00am to 01:00am the following morning.

4. In addition to the general requirements for hours, there will be certain extended hours requested at Bank holiday weekends and other occasions such as New Year's Eve and the Christmas period as detailed in the application.

5. For residents and their bona fide guests, facilities (including alcohol) will be available 24 hours a day and as detailed.

6. There will be a request for live music, recorded music, limited sporting events, pre-recorded films on demand in rooms 24 hours a day and other licensable activities, as detailed on the following pages.

7. The Hotel will have 154 bedrooms arranged over the various floors for layout plans which are from lower ground floor facing Plinstone Street, with bedrooms on the upper floors facing Burgess Street up to fifth floor and including roof plan.

8. The appropriate drawings deposited with the application as follows:-

- Proposed site location plan numbered HOA/HLM/Z1/00/DR/A/0004/P01
- Proposed lower ground floor (including external area) plan number HOA/HLM/Z1/LG/DR/A/0015/P11
- Proposed ground floor plan numbered HOA/HLM/Z1/00/DR/A/0015/P11
- Proposed first floor plan numbered HOA/HLM/Z1/10/DR/A/0015/P11
- Proposed second floor plan numbered HOA/HLM/Z1/20/DR/A/0015/P11
- Proposed third floor plan numbered HOA/HLM/Z1/30/DR/A/0015/P11
- Proposed fourth floor plan numbered HOA/HLM/Z1/40/DR/A/0015/P11
- Proposed fifth floor plan numbered HOA/HLM/Z1/50/DR/A/0015/P11
- Proposed sixth floor plan numbered HOA/HLM/Z1/60/DR/A/0015/P11
- Proposed Roof floor plan numbered HOA/HLM/Z1/RF/DR/A/0015/P03

The plans for the lower ground floor, ground floor and third floor show the main area for licensable activities being receptions, bar, restaurant, conference rooms and meeting rooms and bar serveries and external terrace at 3rd Floor level and a patio/external area at ground floor level as shown on the appropriate plans.

Please further note that the appropriate fire safety precautions will be incorporated within the development.

It is not anticipated that the proposed development will adversely affect the four licensing objectives.

It is proposed the development of this site will improve the area by providing jobs for the local community and a new Hotel facility for this location.

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

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

Please tick ✓ yes

Provision of regulated entertainment

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

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

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

In all cases complete boxes K, L and M

A

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

B

Films Standard days and timings (please read guidance note 6)			Will the exhibition of films take place Indoors or outdoors or both – please tick {Y} (please read guidance note 2). Principally entertainment on screens and tv screens and in addition on demand to rooms and for other functions	Indoors	
Day	Start	Finish		Outdoors	
				Both	✓
Mon	00:00	24:00	Please give further details here (please read guidance note 3) Films for customers in public areas and on demand in guest rooms		
Tue	00:00	24:00			
Wed	00:00	24:00	State any seasonal variations for the exhibition of films (please read guidance note 4) N/A		
Thur	00:00	24:00			
Fri	00:00	24:00	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 5) N/A		
Sat	00:00	24:00			
Sun	00:00	24:00			

C

Indoor sporting events Standard days and timings (please read guidance note 6)			Please give further details (please read guidance note 3) Games in the presence of an audience, including (but not limited to) darts, pool, snooker, dominos and similar
Day	Start	Finish	
Mon	08:00	01:00	State any seasonal variations for indoor sporting events (please read guidance note 4)
Tue	08:00	01:00	
Wed	08:00	01:00	N/A - save as below
Thur	08:00	01:00	Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list (please read guidance note 5) When hours for sale of alcohol are extended hereunder these hours are also extended (see box J below)
Fri	08:00	01:00	
Sat	08:00	01:00	
Sun	08:00	01:00	

D

Boxing or wrestling entertainment Standard days and timings (please read guidance note 6)			Will the boxing or wrestling entertainment take place indoors or outdoors or both - please tick (Y) (please read guidance note 2).	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please read guidance note 3)	Both	
Tue					
Wed			State any seasonal variations for boxing or wrestling entertainment (please read guidance note 4)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list (please read guidance note 5)		
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 6)			Will the performance of live music take place indoors or outdoors or both – please tick {Y}(please read guidance note 2).	Indoors	
Day	Start	Finish		Outdoors	
Mon	08:00	01:00	Please give further details here (please read guidance note 3) Live music and amplified voice.	Both	✓
Tue	08:00	01:00			
Wed	08:00	01:00	State any seasonal variations for the performance of live music (please read guidance note 4) N/A – save as below		
Thur	08:00	01:00			
Fri	08:00	01:00	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 (please read guidance note 5) When hours for sale of alcohol are extended hereunder these hours are also extended (see box J below)		
Sat	08:00	01:00			
Sun	08:00	01:00			

F

Recorded music Standard days and timings (please read guidance note 6)			Will the playing of recorded music take place indoors or outdoors or both – please tick {Y} (please read guidance note 2).	Indoors	
Day	Start	Finish		Outdoors	
Mon	08:00	01:00	Please give further details here (please read guidance note 3) Recorded music, including juke box, with or without a DJ, during normal hours or as part of functions and including audience participation.	Both	✓
Tue	08:00	01:00			
Wed	08:00	01:00	State any seasonal variations for playing recorded music (please read guidance note 4) N/A – save as below		
Thur	08:00	01:00			
Fri	08:00	01:00	Non standard timings. Where you intend to use the premises for the playing of recorded music entertainment at different times to those listed in the column on the left, please list (please read guidance note 5) When hours for sale of alcohol are extended hereunder these hours are also extended (see box J below)		
Sat	08:00	01:00			
Sun	08:00	01:00			

G

Performances of dance Standard days and timings (please read guidance note 6)			Will the performance of dance take place indoors or outdoors or both - please tick {Y} (please read guidance note 2).	Indoors	
Day	Start	Finish		Outdoors	
Mon	08:00	01:00	Please give further details here (please read guidance note 3)		
Tue	08:00	01:00		Both	√
Wed	08:00	01:00	Performance of dance organised on behalf of the licensed premises or by external operators		
Thur	08:00	01:00			
Fri	08:00	01:00	State any seasonal variations for the performance of dance (please read guidance note 4)		
Sat	08:00	01:00			
Sun	08:00	01:00	N/A - save as below		
			Non standard timings. Where you intend to use the premises for the performance of dance entertainment at different times to those listed in the column on the left, please list (please read guidance note 5)		
			When hours for sale of alcohol are extended hereunder these hours are also extended (see box J below)		

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 6)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	Will this entertainment take place indoors or outdoors or both - please tick {Y} (please read guidance note 2).	Indoors	
Mon	08:00	01:00		Please give further details here (please read guidance note 3)	Outdoors
Tue	08:00	01:00	Both		√
Wed	08:00	01:00	Events organised by the licensed premises or by external operators.		
Thur	08:00	01:00			
Fri	08:00	01:00	State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 4)		
Sat	08:00	01:00			
Sun	08:00	01:00	Non standard timings. Where you intend to use the premises for the entertainment of similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list (please read guidance note 5)		
			When the hours for sale of alcohol are extended hereunder these hours are also extended (see Box J below)		

I

Late night refreshment Standard days and timings (please read guidance note 6)			Will the provision of late night refreshment take place indoors or outdoors or both - please tick {Y} (please read guidance note 2).	Indoors	
Day	Start	Finish		Outdoors	
Mon	23:00	01:00	Please give further details here (please read guidance note 3) The usual provision of food etc. to non residents and hot drinks	Both	✓
Tue	23:00	01:00			
Wed	23:00	01:00	State any seasonal variations for the provision of late night refreshment (please read guidance note 4) N/A - save as below		
Thur	23:00	01:00			
Fri	23:00	01:00	Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list (please read guidance note 5) When hours for sale of alcohol are extended hereunder these hours are also extended (see box J below)		
Sat	23:00	01:00			
Sun	23:00	01:00			

J

Supply of alcohol Standard days and timings (please read guidance note 6)			Will the supply of alcohol be for consumption (Please tick box Y) (please read guidance note 7)	On the premises	
Day	Start	Finish		Off the premises	
Mon	08:00	01:00	State any seasonal variations for the supply of alcohol (please read guidance note 4)	Both	✓
Tue	08:00	01:00			
Wed	08:00	01:00	Non-standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 5) The hours for the sale of alcohol are to be extended so they will continue from normal opening on New Years Eve until normal closing on the evening of New Years Day (Into the morning of 2 nd January) Alcohol will be available to be served to Residents and their bona fide guests 24 hours a day, seven days a week.		
Thur	08:00	01:00			
Fri	08:00	01:00			
Sat	08:00	01:00			
Sun	08:00	01:00			

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

Name: Valerie Donaldson

Date of Birth:

Address: [REDACTED]

Postcode: [REDACTED]

Personal Licence number (if known): 0012411

Issuing licensing authority (if known): Stratford Upon Avon District Council

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 9)

NONE

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			State any seasonal variation (please read guidance note 5) Please see box J above
Day	Start	Finish	
Mon	00:00	24:00	
Tue	00:00	24:00	
Wed	00:00	24:00	
Thur	00:00	24:00	
Fri	00:00	24:00	
Sat	00:00	24:00	
Sun	00:00	24:00	

Non standard timings. Where you intend to use the premises to be open to the public at different times from those listed in the column on the left, please list (please read guidance note 6).

M

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

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

The only licensable activity taking place in guest bedrooms will be the sale of alcohol and provision of films.

b) The prevention of crime and disorder

1. The use of door staff will be risk assessed on an ongoing basis by the licence holders or the premises' Designated Premises Supervisor.
2. Staff will receive training on matters concerning under age sales, drugs policy and operating procedures.
3. There shall be a zero tolerance policy in relation to drugs at the premises and there shall be regular checks by the management to prevent as far as possible the use of drugs by patrons. Any drugs seized shall be stored securely and handed to the Police.
4. CCTV shall be provided in a form of a recordable system capable of providing clear quality images of evidential quality in all lighting conditions. Cameras shall cover all entrance and exits to the premises. The

equipment shall be maintained in good working order and checked on a regular basis. The system shall record in real time and operate whilst the premises are open for licensable activities. The recordings shall be retained for a period of 31 days and subject to Data Protection legislation made available to any authorised officer on reasonable request and in accordance with Data Protection legislation. Recordings shall be kept in a secure environment and under control of the Premises Licence Holder or other responsible named individuals.

c) Public safety

1. The premises will have adequate safety and fire fighting equipment and such equipment will be maintained in good operational working order.
2. Staff will be trained on matters of safety, evacuation and use of emergency equipment as required.
3. Spillages and breakages will be removed as soon as reasonably practicable to reduce the risk to patrons and staff.

d) The prevention of public nuisance

1. Where appropriate prominent, clear and legible notices shall be displayed at exits requesting the public to respect the needs of local residents and to leave the premises and area quietly.
2. Use of the Third floor Bar external terrace shall cease at 23:00 hours on all days, save for access for the purpose of smoking.

e) The protection of children from harm

1. There shall be adequate controls in place to safeguard as far as possible against the sale of alcohol to persons under the age of 18.
2. Where children are admitted to the premises their presence shall not be inconsistent with the style and operation of the premises at the time and licensable activities that are being carried out.

Checklist:

Please tick to indicate agreement

- I have made or enclosed payment of the fee
- I have enclosed the plan of the premises
- I have sent copies of this application and the plan to responsible authorities and others where applicable
- I have enclosed the consent form completed by the individual I wish to be premises supervisor, if applicable
- I understand that I must now advertise my application
- I understand that if I do not comply with the above requirements my application will be rejected
- {Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships} I have included documents demonstrating my entitlement to work in the United Kingdom (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. (Please read guidance note 11). **If signing on behalf of the applicant please state in what capacity.**

Declaration	<ul style="list-style-type: none"> {Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership} 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, if appropriate (please see note 15)
--------------------	--

Signature: John Gaunt & Partners

Date: 20/03/2024

Capacity: Solicitors

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: John Gaunt & Partners

Date:

Capacity: Solicitors

Contact name (where not previously given) and address for correspondence associated with this application (please read guidance note 14)	
John Gaunt & Partners Omega Court 372 Cemetery Road	
Post town Sheffield	Post code S11 8FT
Telephone number (if any)	0114 2668664
If you would prefer us to correspond with you by e-mail, your e-mail address (optional) TShield@john-gaunt.co.uk	

Notes for Guidance

- Describe the premises, for example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
- In terms of specific regulated entertainments please note that:
 - Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
 - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
 - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
 - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
 - Live music: no licence permission is required for:

- o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - o a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
 - Recorded Music: no licence permission is required for:
 - o any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
 - Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
 - Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - o any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
3. Where taking place in a building or other structure please tick as appropriate (Indoors may include a tent).
 4. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
 5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
 6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
 7. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
 8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
 9. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
 10. Please list here steps you will take to promote all four licensing objectives together.
 11. The application form must be signed.
 12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.

13. Where there is more than one applicant, each of the applicants or their respective agent must sign the application form.
14. This is the address which we shall use to correspond with you about this application.
15. **Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:**

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this by providing with this application copies or scanned copies of the following documents (which do not need to be certified).

Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK {please see note below about which sections of the passport to copy}.
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A current Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A current passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A current Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A full birth or adoption certificate issued in the UK which includes the name(s) of at least one of the holder's parents or adoptive parents, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A current passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A current Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A current Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A current Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 17(3) or 18A (2) of the Immigration (European Economic Area) Regulations 2006, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
 - evidence of the applicant's own identity – such as a passport,
 - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and

- evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
 - (i) working e.g. employment contract, wage slips, letter from the employer,
 - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
 - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
 - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

Original documents must not be sent to licensing authorities. If the document copied is a passport, a copy of the following pages should be provided:-

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

CONSENT OF INDIVIDUAL TO BEING SPECIFIED AS PREMISES SUPERVISOR

I, VALERIE DONALDSON of [REDACTED] hereby confirm that I give [REDACTED] to be specified as the designated premises supervisor in relation to the application for grant of a premises licence by Radisson Sheffield Limited relating to Proposed Radisson Blu Hotel, 30 Pinstone Street, Sheffield. S1 2HN and any premises licence to be granted in respect of this application made by Radisson Sheffield Limited concerning the supply of alcohol at the proposed hotel at Proposed Radisson Blu Hotel, 30 Pinstone Street, Sheffield. S1 2HN

I also confirm that I am entitled to work in the United Kingdom and am applying for, intend to apply for, or currently hold a personal licence.

Personal Licence number: 0012411

Personal Licence issuing authority: Stratford Upon Avon District Council

Date of birth: [REDACTED]

Place of birth: [REDACTED]

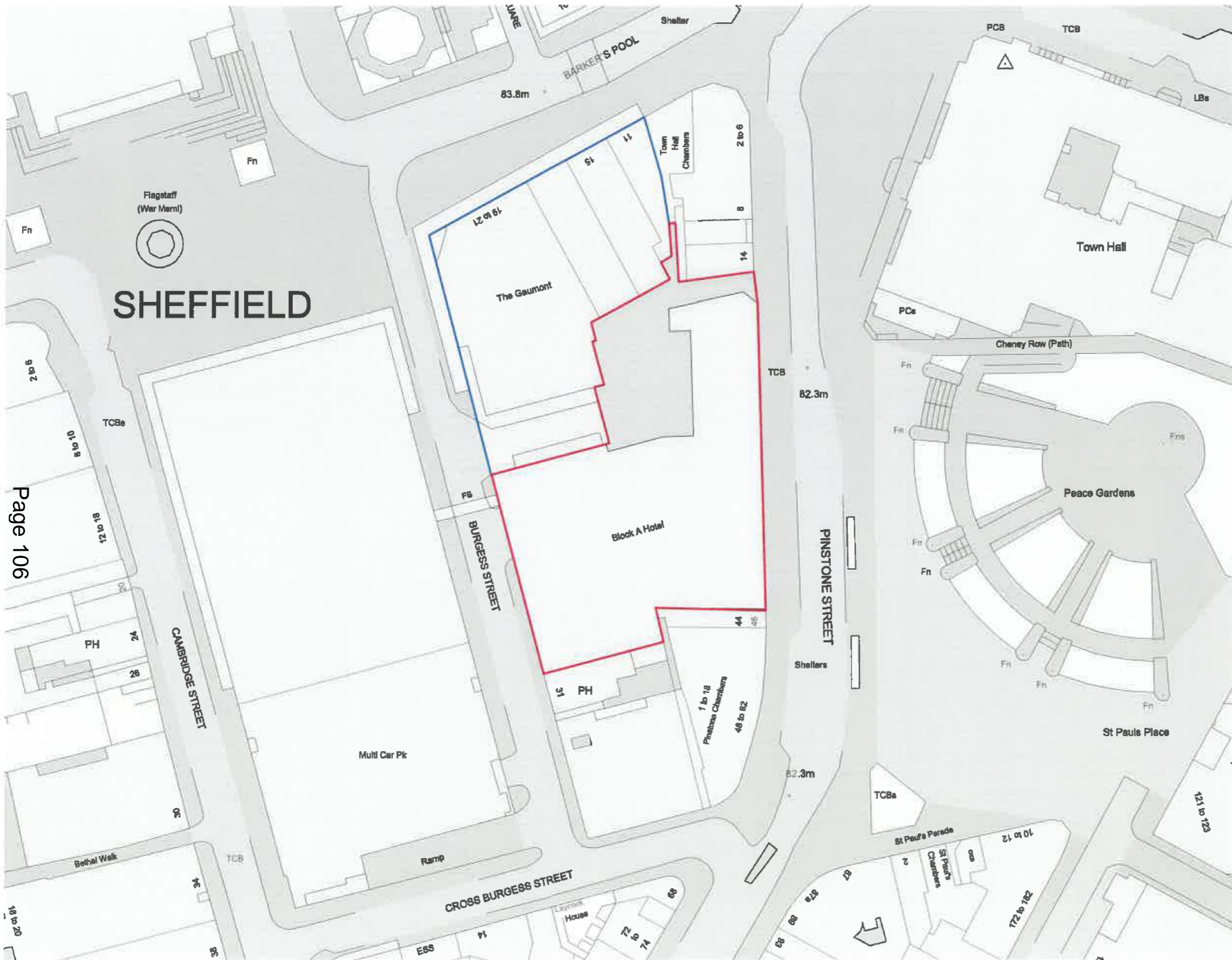
Nationality: British

Mobile/contact telephone number: [REDACTED]

Signature: [REDACTED]

Name (please print): VALERIE DONALDSON

Dated: 13-3-24



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 NB The areas shown are approximate only and have been measured off preliminary drawings as the likely areas at the current state of design using the stated option from the Code of Measuring Practice - High Edition, NCS / BSA. These may be affected by future design developments and construction tolerances or the result of surveys for existing buildings. Take account of these factors before planning any financial or property development purpose or strategy and seek confirmation of stated areas before decision making.
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P01 ISSUED FOR PLANNING	17/07/20	WM	HLM
Rev Description	Date	By	Drawn
Revisions			Subsidiary
Project			

**HEART OF THE CITY II
 - BLOCK A**

Client
**SHEFFIELD CITY
 COUNCIL &
 QUEENSBERRY**

Title
**PROPOSED BLOCK
 PLAN**

Drawing No.	Revision
HOA-HLM-Z1-00-DR-A-0004	P01

Scale @ A2	Drawn
1:500	WM
Date	Checked
14/07/2020	HLM

**HLM
 Architects**

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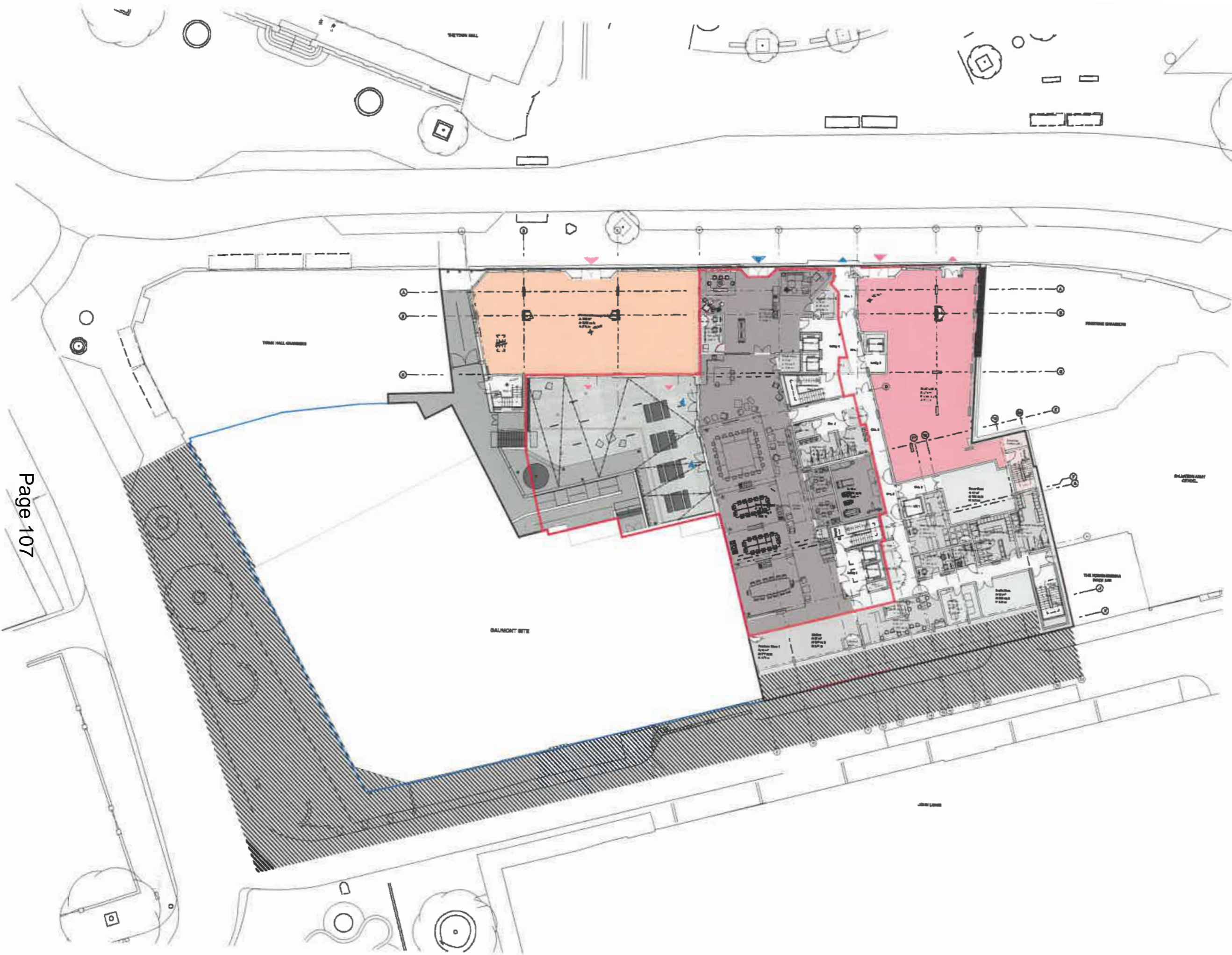
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Orientation

Key

- Site Boundary Line
 Site Area = 2,517m²
- Gaumont Demarcation Line





Page 107

Notes
 Check all dimensions, avoid scale free drawings
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- Legend
- Retail
- Retail Ancillary
- Food & Beverage
- Food & Beverage Ancillary
- Hotel
- Hotel Ancillary
- Bar
- Existing Wall Construction
- New Wall Construction
- Site Boundary Line
- Security Demarcation Line
- Primary Entrances to Retail / F & B
- Secondary Entrances / Exits to Retail / F & B
- Primary Entrances to Hotel
- Secondary Entrances / Exits to Hotel
- Licensed Area

P11	ISSUED FOR PLANNING	202003	101	101A
P10	ISSUED FOR SPORTS SPACES CONSULTATION	202003	101	101A
P09	ISSUED FOR ARCHITECTURAL CONSULTATION	202003	101	101A
P08	ISSUED FOR ARCHITECTURAL CONSULTATION	202003	101	101A
P07	ISSUED FOR ARCHITECTURAL CONSULTATION	202003	101	101A
P06	ISSUED FOR ARCHITECTURAL CONSULTATION	202003	101	101A
P05	ISSUED FOR ARCHITECTURAL CONSULTATION	202003	101	101A
P04	ISSUED FOR ARCHITECTURAL CONSULTATION	202003	101	101A
P03	ISSUED FOR ARCHITECTURAL CONSULTATION	202003	101	101A
P02	ISSUED FOR ARCHITECTURAL CONSULTATION	202003	101	101A
P01	ISSUED FOR ARCHITECTURAL CONSULTATION	202003	101	101A

Revisions	Quantity
Project	82

HEART OF THE CITY II - BLOCK A

Client
SHEFFIELD CITY COUNCIL & QUEENSBERRY

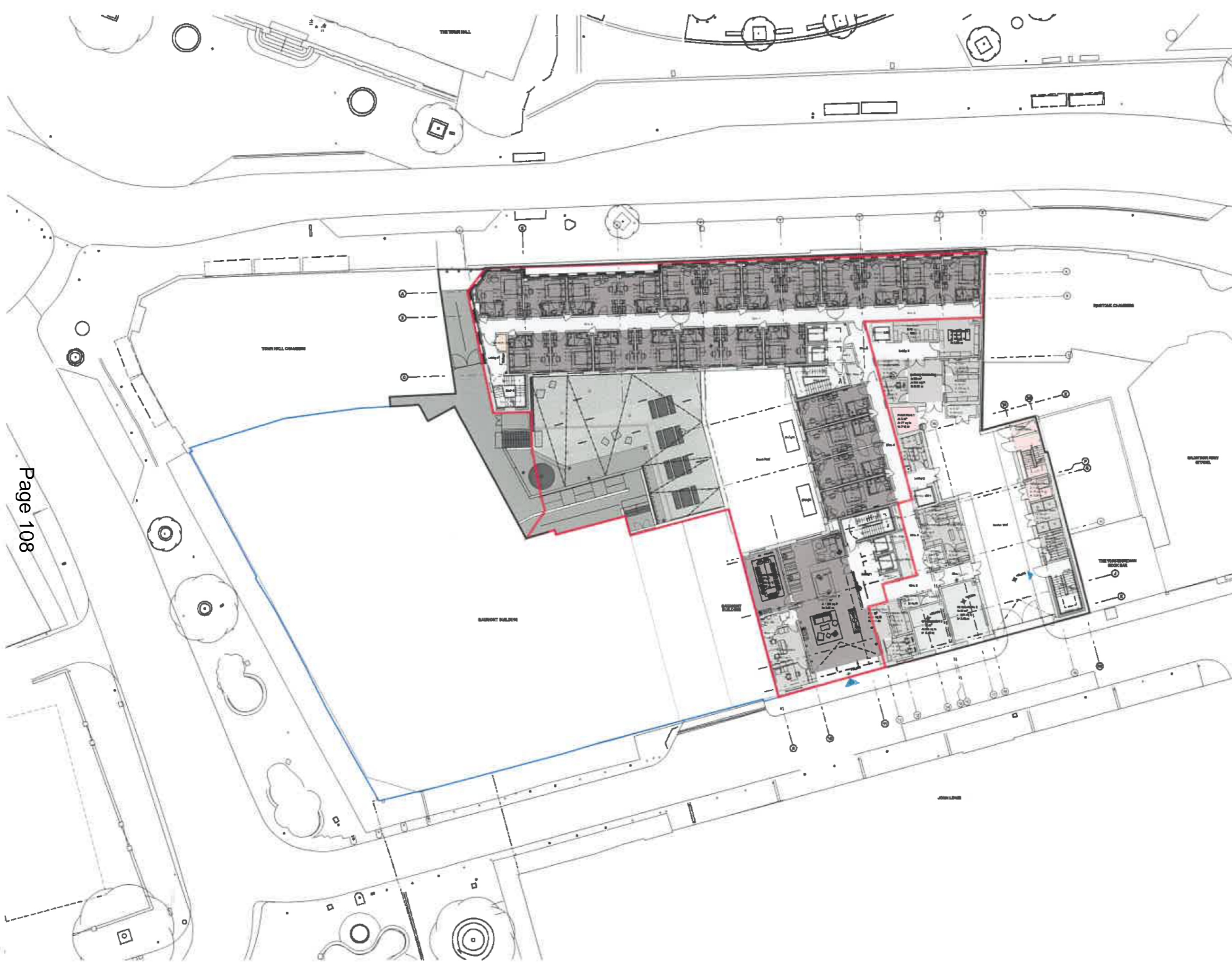
PROPOSED LOWER GROUND FLOOR PLAN

Drawing No.	Revisions
HOA-HLM-Z1-L6-DR-A-0016	P11

Scale @ A1	Drawn
1:200	AC
Date	Checked
18/03/2020	HLM

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PERMITTED DEVELOPMENTS

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AS-BUILT INFORMATION

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Legend

-
-
- Retail
- Retail Ancillary
- Food & Beverage
- Food & Beverage Ancillary
- Hotel
- Hotel Ancillary
- Service
- Existing Wall Construction
- New Wall Construction
- Site Boundary Line
- Leasehold Demarcation Line
- ▲ Primary Entrance to Retail / F & B
- ▲ Secondary Entrance / Cuts to Retail / F & B
- ▲ Primary Entrance to Hotel
- ▲ Secondary Entrance / Cuts to Hotel
- Licensed Area

P1	SHARED PDR PLAYERS	10000	10.0	10.0
P2	SHARED PDR SPONSORED EVENTS COVERAGE	10000	10.0	10.0
P3	SHARED PDR SPONSORED EVENTS COVERAGE	10000	10.0	10.0
P4	SHARED PDR SPONSORED EVENTS COVERAGE	10000	10.0	10.0
P5	SHARED PDR SPONSORED EVENTS COVERAGE	10000	10.0	10.0
P6	SHARED PDR SPONSORED EVENTS COVERAGE	10000	10.0	10.0
P7	SHARED PDR SPONSORED EVENTS COVERAGE	10000	10.0	10.0
P8	SHARED PDR SPONSORED EVENTS COVERAGE	10000	10.0	10.0
P9	SHARED PDR SPONSORED EVENTS COVERAGE	10000	10.0	10.0
P10	SHARED PDR SPONSORED EVENTS COVERAGE	10000	10.0	10.0
P11	SHARED PDR SPONSORED EVENTS COVERAGE	10000	10.0	10.0
P12	SHARED PDR SPONSORED EVENTS COVERAGE	10000	10.0	10.0
P13	SHARED PDR SPONSORED EVENTS COVERAGE	10000	10.0	10.0
P14	SHARED PDR SPONSORED EVENTS COVERAGE	10000	10.0	10.0
P15	SHARED PDR SPONSORED EVENTS COVERAGE	10000	10.0	10.0
P16	SHARED PDR SPONSORED EVENTS COVERAGE	10000	10.0	10.0
P17	SHARED PDR SPONSORED EVENTS COVERAGE	10000	10.0	10.0
P18	SHARED PDR SPONSORED EVENTS COVERAGE	10000	10.0	10.0
P19	SHARED PDR SPONSORED EVENTS COVERAGE	10000	10.0	10.0
P20	SHARED PDR SPONSORED EVENTS COVERAGE	10000	10.0	10.0

**HEART OF THE CITY II
- BLOCK A**

Client
SHEFFIELD CITY COUNCIL & QUEENSBERRY

PROPOSED GROUND FLOOR PLAN

Drawing No.	Revision
HOA-HLM-21-00-DR-A-0016	P11
Scale @ A1	Distn
1:200	AC
Date	Checked
18/03/2020	HLM

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- The client shall be responsible for any errors or omissions in this drawing.

Revision

1	
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- ▬ Retail
- ▬ Retail Ancillary
- ▬ Food & Beverage
- ▬ Food & Beverage Ancillary
- ▬ Hotel
- ▬ Hotel Ancillary
- ▬ Service

- Existing Wall Construction
 - New Wall Construction
 - Site Boundary Line
 - Ground Demarcation Line
 - Primary Entrances to Retail / F & B
 - Secondary Entrances / Edges to Retail / F & B
 - Primary Entrances to Hotel
 - Secondary Entrances / Edges to Hotel
- Licensed Area

Code	Description	Area (sqm)	Count
P01	ISSUED FOR PLANNING	27000	1 x 1.0
P02	ISSUED FOR UPDATES REVISED & CORRECTED	15000	1 x 1.0
P03	ISSUED FOR REVISED	15000	1 x 1.0
P04	ISSUED FOR REVISED	15000	1 x 1.0
P05	ISSUED FOR REVISED	15000	1 x 1.0
P06	ISSUED FOR REVISED	15000	1 x 1.0
P07	ISSUED FOR REVISED	15000	1 x 1.0
P08	ISSUED FOR REVISED	15000	1 x 1.0
P09	ISSUED FOR REVISED	15000	1 x 1.0
P10	ISSUED FOR REVISED	15000	1 x 1.0
P11	ISSUED FOR REVISED	15000	1 x 1.0
P12	ISSUED FOR REVISED	15000	1 x 1.0
P13	ISSUED FOR REVISED	15000	1 x 1.0
P14	ISSUED FOR REVISED	15000	1 x 1.0
P15	ISSUED FOR REVISED	15000	1 x 1.0
P16	ISSUED FOR REVISED	15000	1 x 1.0
P17	ISSUED FOR REVISED	15000	1 x 1.0
P18	ISSUED FOR REVISED	15000	1 x 1.0
P19	ISSUED FOR REVISED	15000	1 x 1.0
P20	ISSUED FOR REVISED	15000	1 x 1.0
P21	ISSUED FOR REVISED	15000	1 x 1.0
P22	ISSUED FOR REVISED	15000	1 x 1.0
P23	ISSUED FOR REVISED	15000	1 x 1.0
P24	ISSUED FOR REVISED	15000	1 x 1.0
P25	ISSUED FOR REVISED	15000	1 x 1.0
P26	ISSUED FOR REVISED	15000	1 x 1.0
P27	ISSUED FOR REVISED	15000	1 x 1.0
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P29	ISSUED FOR REVISED	15000	1 x 1.0
P30	ISSUED FOR REVISED	15000	1 x 1.0
P31	ISSUED FOR REVISED	15000	1 x 1.0
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P34	ISSUED FOR REVISED	15000	1 x 1.0
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P40	ISSUED FOR REVISED	15000	1 x 1.0
P41	ISSUED FOR REVISED	15000	1 x 1.0
P42	ISSUED FOR REVISED	15000	1 x 1.0
P43	ISSUED FOR REVISED	15000	1 x 1.0
P44	ISSUED FOR REVISED	15000	1 x 1.0
P45	ISSUED FOR REVISED	15000	1 x 1.0
P46	ISSUED FOR REVISED	15000	1 x 1.0
P47	ISSUED FOR REVISED	15000	1 x 1.0
P48	ISSUED FOR REVISED	15000	1 x 1.0
P49	ISSUED FOR REVISED	15000	1 x 1.0
P50	ISSUED FOR REVISED	15000	1 x 1.0

Revisions	Subtotal
Project	82

**HEART OF THE CITY II
- BLOCK A**

Client
SHEFFIELD CITY COUNCIL & QUEENSBERRY

PROPOSED FIRST FLOOR PLAN

Drawing No. **HOA-HLM-Z1-10-DR-A-0015** Revision **P11**

Scale @ A1	Drawn
1:200	AC
Date	Checked
18/03/2020	HLM

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Legend

-
- Retail
- Retail Ancillary
- Food & Beverage
- Food & Beverage Ancillary
- Hotel
- Hotel Ancillary
- Service
- Existing Wall Construction
- New Wall Construction
- Site Boundary Line
- Casement Demarcation Line
- Primary Entrances to Retail / F & B
- Secondary Entrances to Retail / F & B
- Primary Entrances to Hotel
- Secondary Entrances to Hotel
- - Licensed Area

P11	ISSUED FOR PLANNING	09/03/20	15.4
P10	ISSUED FOR EMPLOYED TRADE & CONTRACTORS	09/03/20	15.4
P09	ISSUED FOR APPROVAL	09/03/20	15.4
P08	ISSUED FOR APPROVAL	09/03/20	15.4
P07	ISSUED FOR APPROVAL	09/03/20	15.4
P06	ISSUED FOR APPROVAL	09/03/20	15.4
P05	ISSUED FOR APPROVAL	09/03/20	15.4
P04	ISSUED FOR APPROVAL	09/03/20	15.4
P03	ISSUED FOR APPROVAL	09/03/20	15.4
P02	ISSUED FOR APPROVAL	09/03/20	15.4
P01	ISSUED FOR APPROVAL	09/03/20	15.4

Revisions: 02
 Project: 02

**HEART OF THE CITY II
 - BLOCK A**

**SHEFFIELD CITY
 COUNCIL &
 QUEENSBERRY**

**PROPOSED SECOND
 FLOOR PLAN**

Drawing No: HOA-HLM-Z1-20-DR-A-0015
 Revision: P11

Scale @ A1: 1:200
 Date: 19/03/2020
 Drawn: AC
 Checked: HLM

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 10. This drawing is based on photographs / current information taken to determine the site.
 AREA CALCULATIONS
 11. The area shown on this drawing is approximate and has been measured off preliminary drawings as the final area will be determined by the final construction. The area shown on this drawing is for information only and should not be used for any other purpose.
 12. The drawing includes information published by independent authorities and / or consultants to whom drawings shall be made. HLM Architects on behalf of the client for its content or accuracy.

- Legend**
- Retail
 - Retail Ancillary
 - Food & Beverage
 - Food & Beverage Ancillary
 - Hotel
 - Hotel Ancillary
 - Service
 - Existing Wall Construction
 - New Wall Construction
 - Site Boundary Line
 - Government Demarcation Line
 - Primary Entrances to Retail / F & B
 - Secondary Entrances / Diffs to Retail / F & B
 - Primary Entrances to Hotel
 - Secondary Entrances / Diffs to Hotel
 - Licensed Area

NO.	REVISION	DATE	BY	CHECKED
01	ISSUED FOR PLANNING	20/03/20	HLM	HLM
02	ISSUED FOR CONSTRUCTION PERMITS & COORDINATE	20/03/20	HLM	HLM
03	ISSUED AS INDICATED	20/03/20	HLM	HLM
04	ISSUED FOR STAGE 3 COORDINATE	20/03/20	HLM	HLM
05	ISSUED AS INDICATED	20/03/20	HLM	HLM
06	ISSUED AS INDICATED	20/03/20	HLM	HLM
07	ISSUED AS INDICATED	20/03/20	HLM	HLM
08	ISSUED AS INDICATED	20/03/20	HLM	HLM
09	ISSUED AS INDICATED	20/03/20	HLM	HLM
10	ISSUED AS INDICATED	20/03/20	HLM	HLM
11	ISSUED AS INDICATED	20/03/20	HLM	HLM
12	ISSUED AS INDICATED	20/03/20	HLM	HLM
13	ISSUED AS INDICATED	20/03/20	HLM	HLM
14	ISSUED AS INDICATED	20/03/20	HLM	HLM
15	ISSUED AS INDICATED	20/03/20	HLM	HLM
16	ISSUED AS INDICATED	20/03/20	HLM	HLM
17	ISSUED AS INDICATED	20/03/20	HLM	HLM
18	ISSUED AS INDICATED	20/03/20	HLM	HLM
19	ISSUED AS INDICATED	20/03/20	HLM	HLM
20	ISSUED AS INDICATED	20/03/20	HLM	HLM

**HEART OF THE CITY II
 - BLOCK A**

**SHEFFIELD CITY
 COUNCIL &
 QUEENSBERRY**

**PROPOSED THIRD
 FLOOR PLAN**

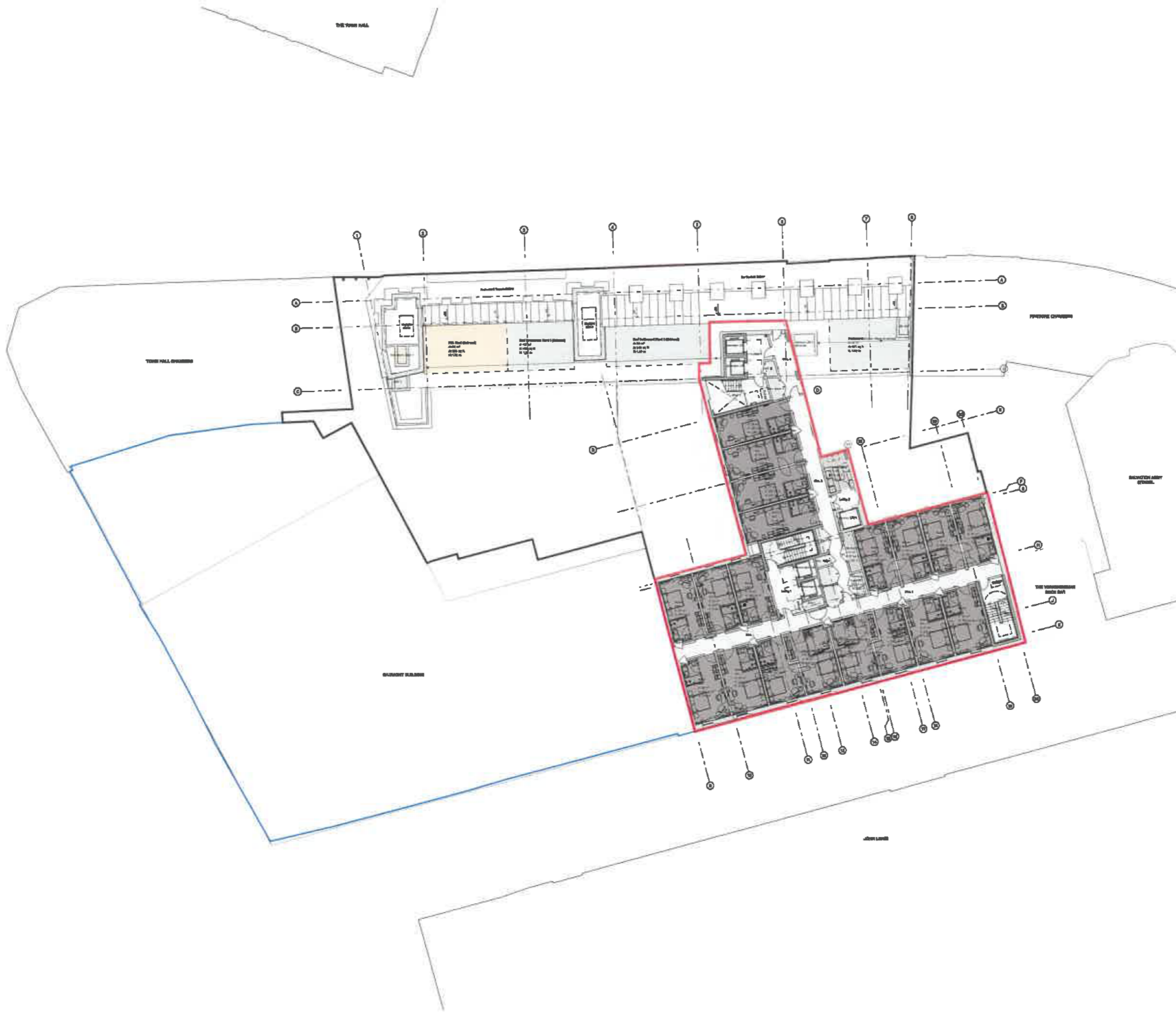
Drawing No.	Revision
HOA-HLM-Z1-30-DR-A-0918	P11
Scale @ A1	Drawn
1:200	AC
Date	Checked
19/03/2020	HLM

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2. The area shown is approximate and has been calculated by reference to the drawings. It is not intended to be used for any other purpose.

DISCLAIMER

This drawing is based on photographs / scanned information taken in situ.

Legend

- Retail
- Retail Ancillary
- Food & Beverage
- Food & Beverage Ancillary
- Hotel
- Hotel Ancillary
- Service

■ Existing Wall Construction

□ New Wall Construction

— Site Boundary Line

— Business Demarcation Line

— Primary Entrances to Retail / F & B

— Secondary Entrances / Exits to Retail / F & B

— Primary Entrances to Hotel

— Secondary Entrances / Exits to Hotel

□ Licensed Area

P11	PROPOSED FOR PLANNING	20000	100	20.00
P12	PROPOSED FOR PLANNING	10000	100	10.00
P13	PROPOSED FOR PLANNING	50000	100	50.00
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P99	PROPOSED FOR PLANNING	10000	100	10.00
P100	PROPOSED FOR PLANNING	10000	100	10.00

Revisions: 02
 Project: 82

**HEART OF THE CITY II
 - BLOCK A**

Client:
SHEFFIELD CITY COUNCIL & QUEENSBERRY

Title:
PROPOSED FOURTH FLOOR PLAN

Drawing No. **HQA-HLM-21-40-DR-A-0015** Revision **P11**

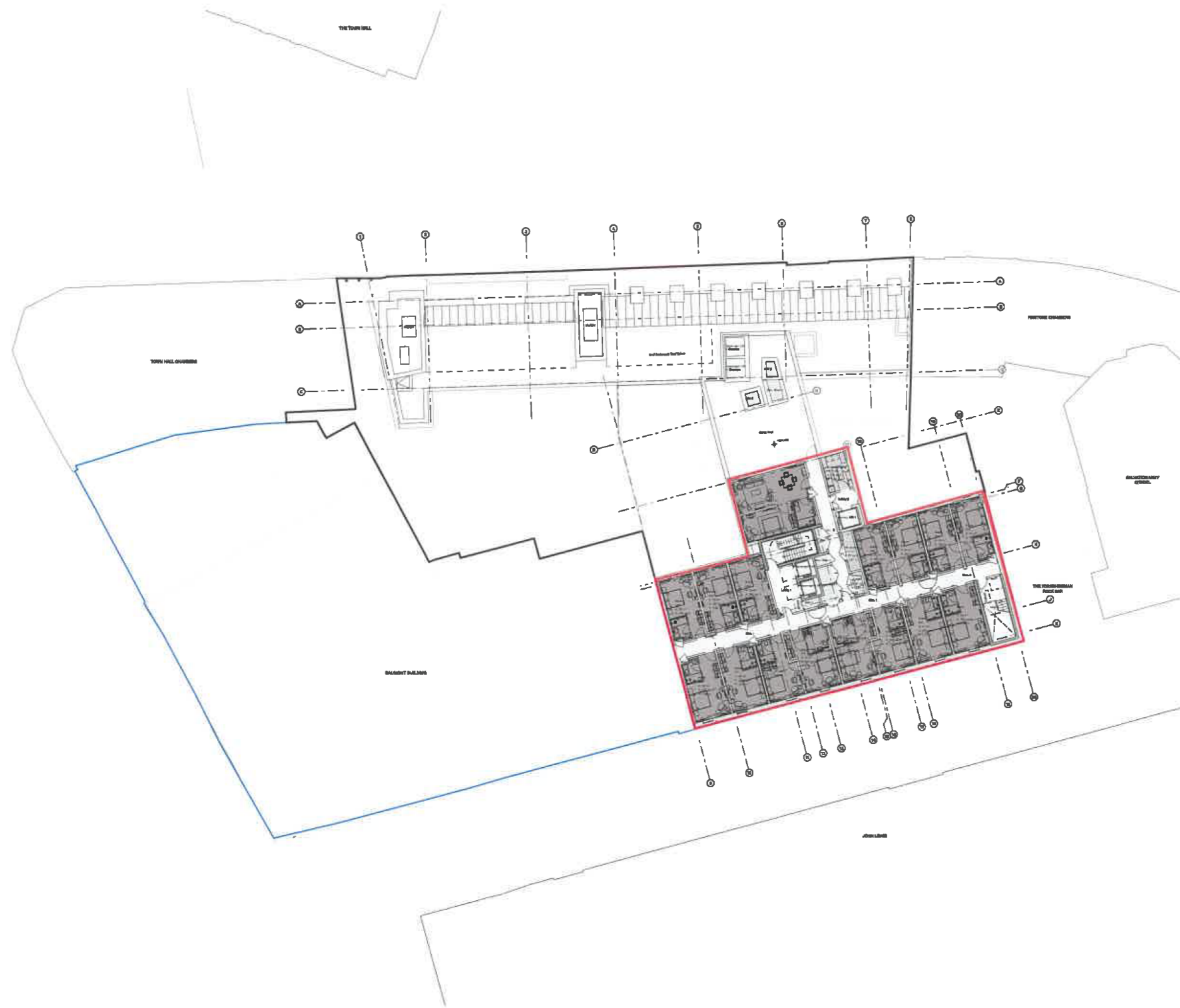
Scale @ A1: **1:200** Drawn: **AC**
 Date: **18/03/2020** Checked: **HLM**

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DATE: 19/03/2020

- Legend**
- Retail
 - Retail Ancillary
 - Food & Beverage
 - Food & Beverage Ancillary
 - Hotel
 - Hotel Ancillary
 - Service
- Existing Wall Construction
 - New Wall Construction
- S10a Boundary Line
 - Basement Demarcation Line
 - ▶ Primary Entrances to Retail / F & B
 - ▶ Secondary Entrances / Edits to Retail / F & B
 - ▶ Primary Entrances to Hotel
 - ▶ Secondary Entrances / Edits to Hotel
- - Licensed Area

Code	Description	Area (sqm)	Volume (cu m)
P11	RETAIL FOR PLANNING	27000	100
P12	RETAIL FOR SPECIALISED STORES & OUTLETS	17000	100
P13	FOOD & BEVERAGE	60000	100
P14	RETAIL FOR STORES & OUTLETS	20000	100
P15	FOOD & BEVERAGE	10000	100
P16	FOOD & BEVERAGE	20000	100
P17	FOOD & BEVERAGE	20000	100
P18	FOOD & BEVERAGE	10000	100
P19	FOOD & BEVERAGE	10000	100
P20	FOOD & BEVERAGE	10000	100
P21	FOOD & BEVERAGE	10000	100
P22	FOOD & BEVERAGE	10000	100
P23	FOOD & BEVERAGE	10000	100
P24	FOOD & BEVERAGE	10000	100
P25	FOOD & BEVERAGE	10000	100
P26	FOOD & BEVERAGE	10000	100
P27	FOOD & BEVERAGE	10000	100
P28	FOOD & BEVERAGE	10000	100
P29	FOOD & BEVERAGE	10000	100
P30	FOOD & BEVERAGE	10000	100

**HEART OF THE CITY II
- BLOCK A**

SHEFFIELD CITY COUNCIL & QUEENSBERRY

PROPOSED FIFTH FLOOR PLAN

Drawing No: **HOA-HLM-21-50-DR-A-0015** Revision: **P11**

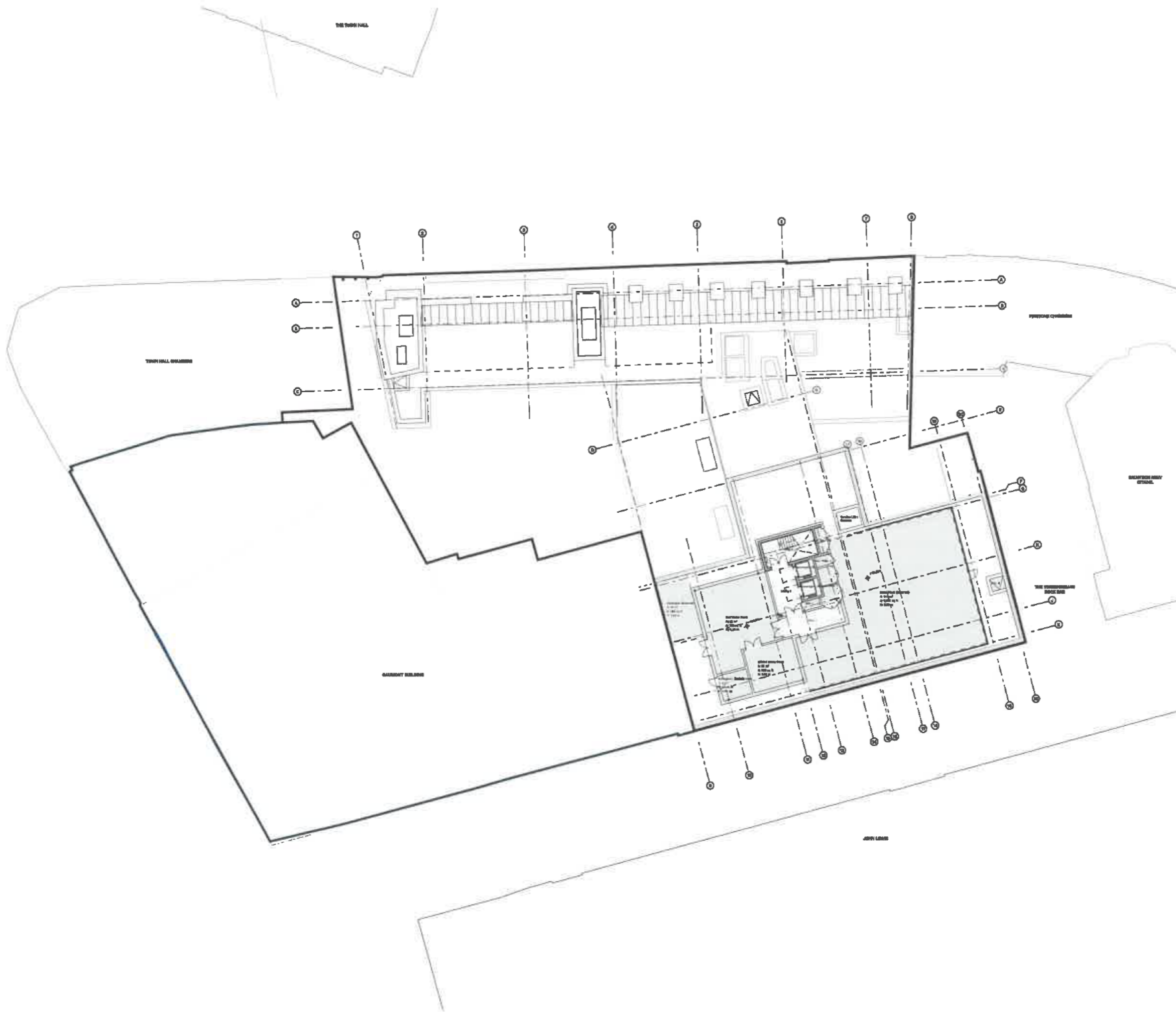
Scale @ A1: **1:200** Date: **19/03/2020**
 Designer: **AC** Checker: **HLM**

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10 The area of any construction shall have been measured off preliminary drawings to the best of the current state of design using the dimensions from the drawings. The area of any construction shall be measured off the drawings to the best of the current state of design using the dimensions from the drawings. The area of any construction shall be measured off the drawings to the best of the current state of design using the dimensions from the drawings.

NOT TO SCALE

11 This drawing is based on information provided by independent surveys and / or measurements of ground markers shall be made. It is not to be used for any other purpose or as a basis for any other drawings.

- Legend**
- ▭ Retail
 - ▭ Retail Ancillary
 - ▭ Food & Beverage
 - ▭ Food & Beverage Ancillary
 - ▭ Hotel
 - ▭ Hotel Ancillary
 - ▭ Service
- ▭ Existing Wall Construction
- ▭ New Wall Construction
- ▭ Site Boundary Line
- ▭ Datum Transition Line
- ▭ Primary Entrances to Retail / F & B
- ▭ Secondary Entrances / Exits to Retail / F & B
- ▭ Primary Entrances to Hotel
- ▭ Secondary Entrances / Exits to Hotel

P11	Initial Plan Planning	200000	10/14
P12	Initial Plan Planning	200000	10/14
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P98	Initial Plan Planning	200000	10/14
P99	Initial Plan Planning	200000	10/14
P100	Initial Plan Planning	200000	10/14

Revisions: Submittal 02

HEART OF THE CITY II - BLOCK A

Client: SHEFFIELD CITY COUNCIL & QUEENSBERRY

PROPOSED SIXTH FLOOR PLAN

Drawing No. HOA-HLM-21-00-DR-A-0015 Revision P11

Scale @ A1: 1:200

Date: 18/03/2020

Drawn: AC

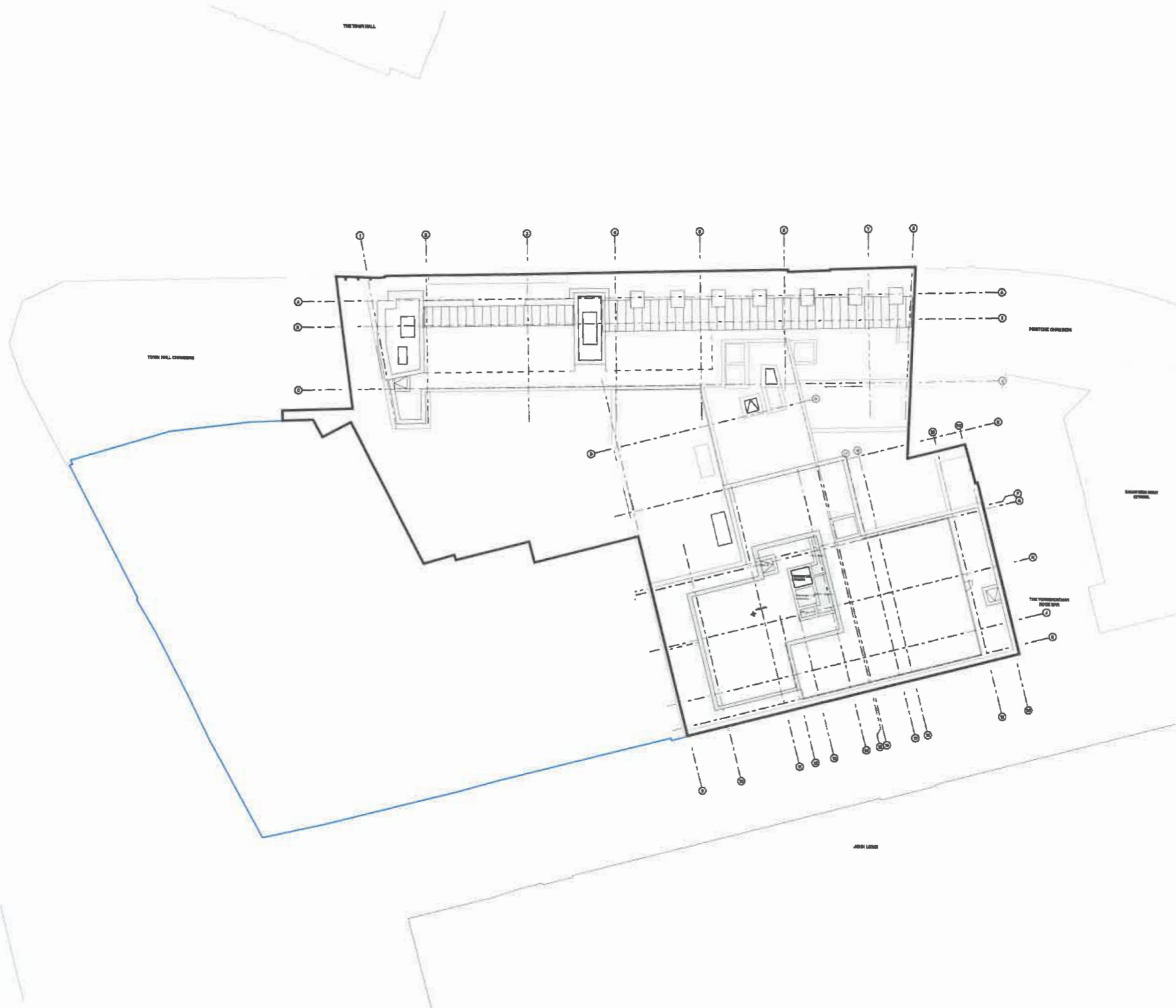
Checked: HLM

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CONSTRUCTION
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NOTES
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- Legend**
- Retail
 - Retail Ancillary
 - Food & Beverage
 - Food & Beverage Ancillary
 - Hotel
 - Hotel Ancillary
 - Service
 - Existing Wall Construction
 - New Wall Construction
 - Site Boundary Line
 - Geometric Demarcation Line
 - ▶ Primary Entrances to Retail / F & B
 - ▶ Secondary Entrances to Retail / F & B
 - ▶ Primary Entrances to Hotel
 - ▶ Secondary Entrances to Hotel

PO	WORK FOR PLANNING	02/08/20	WM	HLM
PO	WORK FOR SPURDIN STREET LOCATION	02/08/20	WM	HLM
PH	PRELIMINARY SURVEY FOR CONSTRUCTION	02/08/20	WM	HLM

Revision: 02
 Project: 82

**HEART OF THE CITY II
 - BLOCK A**

Client
 SHEFFIELD CITY COUNCIL & QUEENSBERRY

PROPOSED ROOF LEVEL PLAN

Drawing No.	Revision
HOA-HLM-Z1-RF-DR-A-0015	PO3
Scale @ A1	Drawn
1:200	WM
Date	Checked
26/08/2020	HLM

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Appendix 'B'

Outstanding Representations:

Environmental Protection Service

3 x Local Residents

Environmental Protection Service Objection

This emailed representation is made in accordance with the agreement with the Licensing Authority on the 18th October 2006 to accept representations by email.

As today is the last date for comments and EPS concerns remain unresolved, please take this email as formal notification that an objecting representation is now made on the basis of outstanding public nuisance concerns.

I felt we were making good progress towards resolving the issues detailed below in our last telecon on 15/04/23, and remain hopeful that this issue will be resolved prior to a formal hearing by the LSC. Please do get in touch as soon as possible, and do now 'reply to all', to allow our Licensing Team to keep abreast of progress.

Regarding EPS interest in the Prevention of Public Nuisance, I would like to reach some agreement over suitable conditions to promote this core objective and maintain consistency with aspects of the planning controls already in place and intended for similar purposes, albeit in the context of protecting local amenity.

The main issue for careful consideration is the use of outside areas, and how this might tie in with breakout of internal noise. In particular, the 3rd floor terrace is sensitive due to the proximity to the nearest sensitive receptors, Pinstone Chambers adjacent and dwellings facing St Paul's Parade opposite.

I note that the application form specifies live and recorded music as both indoors and outdoors. EPS are not opposed to outdoor sound associated with ad hoc events under a TEN but would resist any permanent or regular provisions for outside areas, especially the 3rd floor terrace. The planning conditions reflect this position.

I understand the relevant planning decision to be 20/02551/RG3, which includes the following conditions:

34. No customer shall be permitted to be on the ground floor commercial food and drink premises and / or within the hotel ancillary food and drink facilities outside the following times:
0700 to 0100 hours the following morning on all days (except hotel guests for breakfast)
Notwithstanding the aforementioned hours, use of the third floor bar terrace shall cease at 2300 hours on all days, save for limited access for the purpose of smoking only, to be managed and controlled in accordance with an Outside Area Noise Management Plan, to be submitted for written approval by the Local Planning Authority, prior to use commencing.
46. No loudspeakers shall be fixed externally nor directed to broadcast sound outside the building at any time. The specification, location and mountings of any loudspeakers affixed internally within a commercial unit to be used as a drinking establishment shall be subject to approval by the Local Planning Authority prior to installation and thereafter installed in accordance with the approved details.

With this in mind, I think it would be helpful to add to and amend the two conditions volunteered for Public Nuisance in the Operating Schedule. The following is a first draft for your review and comment.

- ***Where appropriate, prominent, clear, and legible notices shall be displayed at exits requesting the public to respect the needs of local residents and to leave the premises and area quietly.***
- ***The use of the third-floor bar ~~and~~ external terrace shall cease at 2300 hours on all days, save for access for the purpose of smoking. No food or drinks shall be removed to the terrace after 2300 hours.***
- ***Use of the third-floor bar terrace shall be in accordance with an outside area Noise Management Plan (NMP) which shall be submitted to and approved by SCC Environmental Protection Service prior to use of the terrace commencing. The staff shall be trained in the***

implementation of the NMP, as appropriate, and a copy shall be retained on site and made available to Responsible Authorities upon request.

- ***No loudspeakers shall be operated on the third-floor bar terrace, nor shall internal speakers be directed to broadcast sound to the terrace at any time. No live music or amplified sound shall be permitted to be broadcast within, or to, any other outside area at above background level after 2300 hours on any day.***

Please let me know your thoughts when you've had opportunity to discuss with your client. Please note I shall be on leave from 4th to 12th April.

1. Resident No.1 - L Armstrong

Hi

I've been informed that the Radisson blu hotel outside bar area has applied to be open every night until 1am. I feel that this is strongly unfair to residents [REDACTED] at the Burgess House apartment building nearby and also to other hotel guests. I understand Friday and Saturday nights, but people should be able to sleep at a reasonable hour when they have work the next day. Surely also they could close the outside bar area earlier and continue just inside, therefore creating less noise?

2. Resident No.2 - B Ingle

To whom it may concern:

I am writing on behalf of the 90 residents in the [REDACTED]
[REDACTED]

The Radisson Blu has applied for a Premises Licence which includes:

- 1) serving alcohol between 08:00 and 01:00, 7 days a week
- 2) regulated entertainment
- 3) extended sale of alcohol on Bank Holidays and other limited days

As part of its design the Radisson Blu has a courtyard area between the two hotel blocks, one of which is on Burgess Street and is 50 metres away from Burgess House. As part of the design it says that 'the food and beverage area will spill out to this outdoor area encouraging a bustling social atmosphere.'

As residents we are supportive of the Heart of the City development and the Radisson Blu hotel is a welcome addition. However, we are objecting to the Premises Licence until further information is supplied on the use of the outdoor courtyard area. Will the courtyard area be accessible in line with the Premises Licence if it is granted? We want to know what measures will be put in place to stop noise and nuisance to the surrounding area.

Burgess House has strict Lease Covenants with our landlord Sheffield City Council. We have included the relevant sections below - paragraphs 9.2 and 9.10.

As you can see we are not allowed to disturb anyone beyond 11:00. No noise is allowed inside or on the balconies which might disturb others. Yet the Radisson Blu is applying for a Premises Licence which will allow it to operate until 01:00 everyday and on Bank Holidays and other occasions even later.

Given that Sheffield City Council is also the landlord for the Radisson Blu hotel, it is inconsistent that we as residents would not be allowed to disturb the residents/visitors of the Radisson Blu, but they could disturb us.

Lease Covenants

9.2 The Tenant must not use any sound amplification equipment at the Property so as to be unreasonably audible outside the Property and which causes a nuisance or disturbance to the tenants or occupiers of other Lettable Units and must not place any sound amplification equipment outside or on the exterior of the Property including any Balcony comprised within the Property

9.10

(g) to ensure that any entrance doors to the Building and the Property (particularly during the hours of 11pm and 8am) are closed as quietly as possible and that no disturbance or annoyance is caused to the tenants or occupiers of the other Lettable Units in the Building;

Please acknowledge receipt of this objection?

Regards,
Bridget Ingle

3. Resident No.3 - M Kekelikova

To whom it may concern:

I am writing on behalf of [REDACTED]
[REDACTED]

The Radisson Blu has applied for a Premises Licence which includes:

- 1) serving alcohol between 08:00 and 01:00, 7 days a week
- 2) regulated entertainment
- 3) extended sale of alcohol on Bank Holidays and other limited days

As part of its design the Radisson Blu has a courtyard area between the two hotel blocks, one of which is on Burgess Street and is 50 metres away from Burgess House. As part of the design it says that 'the food and beverage area will spill out to this outdoor area encouraging a bustling social atmosphere.'

As residents we are supportive of the Heart of the City development and the Radisson Blu hotel is a welcome addition. However, we are objecting to the Premises Licence until further information is supplied on the use of the outdoor courtyard area. Will the courtyard area be accessible in line with the Premises Licence if it is granted? We want to know what measures will be put in place to stop noise and nuisance to the surrounding area.

Burgess House has strict Lease Covenants with our landlord Sheffield City Council. We have included the relevant sections below - paragraphs 9.2 and 9.10.

As you can see we are not allowed to disturb anyone beyond 11:00. No noise is allowed inside or on the balconies which might disturb others. Yet the Radisson Blu is applying for a Premises Licence which will allow it to operate until 01:00 everyday and on Bank Holidays and other occasions even later.

Given that Sheffield City Council is also the landlord for the Radisson Blu hotel, it is inconsistent that we as residents would not be allowed to disturb the residents/visitors of the Radisson Blu, but they could disturb us.

Lease Covenants

9.2 The Tenant must not use any sound amplification equipment at the Property so as to be unreasonably audible outside the Property and which causes a nuisance or disturbance to the tenants or occupiers of other Lettable Units and must not place any sound amplification equipment outside or on the exterior of the Property including any Balcony comprised within the Property
9.10

(g) to ensure that any entrance doors to the Building and the Property (particularly during the hours of 11pm and 8am) are closed as quietly as possible and that no disturbance or annoyance is caused to the tenants or occupiers of the other Lettable Units in the Building;

Appendix 'C'

**Agreed Conditions:
South Yorkshire Police
Health Protection Service**

South Yorkshire Police Agreed Conditions:

Morning all,

Following receipt of the above application we have now received agreement of:

- Drinks may not be removed from the premises in open containers save for consumption in any external area provided for that purpose.
- The use of glass alternative drinking vessels shall be utilised in accordance with the premises assessment of risk.

Please place on the licence should this be granted.

Health Protection Service Agreed Condition:

A Building Regulation Completion Certificate shall be submitted to the responsible authority for public safety within a reasonable time period after the premises has opened for business

Appendix 'D'

Hearing Notices and Regulations

**Notice of hearing of representations
in respect of the following application:
LA03 Premises Licence Application**

Radisson Sheffield Limited
c/o Tim Sheild, John Gaunt & Partners

Sent via email: tsheild@john-gaunt.co.uk

The Sheffield City Council being the licensing authority, on the 20th March 2024 received an application in respect of the premises known as;

Radisson Blu Hotel, 30 Pinstone Street, Sheffield, S1 2HN

During the consultation period, the Council received representations from the following interested party:

- **3 x Local Residents**
- **Environmental Protection Service, Sheffield City Council**

on the likely effect of this application on the promotion of the licensing objectives, should it be granted.

The Council now **GIVES YOU NOTICE** that the representations will be considered at a hearing to be held **At Sheffield Town Hall on Monday 13th May 2024 at 10.00am**; following which the Council will issue a notice of determination of the application.

The document which accompanies this notice is the relevant representation which has been made, as defined in Section 35(5) of the Act.

The particular points on which the Council considers that it will want clarification at the hearing from a party are as follows:

- 1) Your response to the representations made, upon which you may ask and be asked questions by the parties to the hearing.
- 2) You may also be asked questions by the parties to the hearing, relating to your application for a licence.

Please complete the attached form LAR1 and return it to: **Licensing Service, Sheffield City Council, Block C Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD** within five (5) working days before the day or the first day on which the hearing is to be held.

Dated: 29th April 2024

Signed: Jayne Gough
The officer appointed for this purpose
Licensing Strategy and Policy Officer

Please address any communications to: Licensing Service, Sheffield City Council, Block C Staniforth Road Depot Staniforth Road Sheffield S9 3HD. licensing@sheffield.gov.uk



**Notice of hearing of representations
in respect of the following application:
LA03 Premises Licence Application**

To: [REDACTED] - Environmental Protection Service

Sent via email [REDACTED]

The Sheffield City Council being the licensing authority, on the 20th March 2024 received an application in respect of the premises known as;

Radisson Blu Hotel, 30 Pinstone Street, Sheffield, S1 2HN

During the consultation period, the Council received representations from the following interested party:

- **3 x Local Residents**
- **Environmental Protection Service, Sheffield City Council**

on the likely effect of this application on the promotion of the licensing objectives, should it be granted.

The Council now **GIVES YOU NOTICE** that the representations will be considered at a hearing to be held **at Sheffield Town Hall on Monday 13th May 2024 at 10.00am**; following which the Council will issue a notice of determination of the application.

The documents which accompany this notice are the relevant representations which have been made, as defined in Section 35(5) of the Act.

The particular points on which the Council considers that it will want clarification at the hearing from a party are as follows:

- 1) The representation you have made with reference to these particular premises and the four core objectives.
- 2) You may also be asked questions by the parties to the hearing, relating to your representation.

Please complete the attached form LAR1 and return it to: **Licensing Service, Sheffield City Council, Block C Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD** within five (5) working days before the day or the first day on which the hearing is to be held.

Dated: 29th April 2024

Signed: Jayne Gough
The officer appointed for this purpose
Licensing Strategy and Policy Officer

Please address any communications to: Licensing Service, Sheffield City Council, Block C Staniforth Road Depot Staniforth Road Sheffield S9 3HD. licensing@sheffield.gov.uk



**Notice of hearing of representations
in respect of the following application:
LA03 Premises Licence Application**

To: Bridget Ingle – Local Resident

Sent via email: [REDACTED]

The Sheffield City Council being the licensing authority, on the 20th March 2024 received an application in respect of the premises known as;

Radisson Blu Hotel, 30 Pinstone Street, Sheffield, S1 2HN

During the consultation period, the Council received representations from the following interested party:

- **3 x Local Residents**
- **Environmental Protection Service, Sheffield City Council**

on the likely effect of this application on the promotion of the licensing objectives, should it be granted.

The Council now **GIVES YOU NOTICE** that the representations will be considered at a hearing to be held **at Sheffield Town Hall on Monday 13th May 2024 at 10.00am**; following which the Council will issue a notice of determination of the application.

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The particular points on which the Council considers that it will want clarification at the hearing from a party are as follows:

- 1) The representation you have made with reference to these particular premises and the four core objectives.
- 2) You may also be asked questions by the parties to the hearing, relating to your representation.

Please complete the attached form LAR1 and return it to: **Licensing Service, Sheffield City Council, Block C Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD** within five (5) working days before the day or the first day on which the hearing is to be held.

Dated: 29th April 2024

Signed: Jayne Gough
The officer appointed for this purpose
Licensing Strategy and Policy Officer

Please address any communications to: Licensing Service, Sheffield City Council, Block C Staniforth Road Depot Staniforth Road Sheffield S9 3HD. licensing@sheffield.gov.uk



Notice of hearing of representations in respect of the following application: LA03 Premises Licence Application

To: Libby Armstrong – Local resident

Sent via email: [REDACTED]

The Sheffield City Council being the licensing authority, on the 20th March 2024 received an application in respect of the premises known as;

Radisson Blu Hotel, 30 Pinstone Street, Sheffield, S1 2HN

During the consultation period, the Council received representations from the following interested party:

- **3 x Local Residents**
- **Environmental Protection Service, Sheffield City Council**

on the likely effect of this application on the promotion of the licensing objectives, should it be granted.

The Council now **GIVES YOU NOTICE** that the representations will be considered at a hearing to be held **at Sheffield Town Hall on Monday 13th May 2024 at 10.00am**; following which the Council will issue a notice of determination of the application.

The documents which accompany this notice are the relevant representations which have been made, as defined in Section 35(5) of the Act.

The particular points on which the Council considers that it will want clarification at the hearing from a party are as follows:

- 1) The representation you have made with reference to these particular premises and the four core objectives.
- 2) You may also be asked questions by the parties to the hearing, relating to your representation.

Please complete the attached form LAR1 and return it to: **Licensing Service, Sheffield City Council, Block C Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD** within five (5) working days before the day or the first day on which the hearing is to be held.

Dated: 29th April 2024

Signed: Jayne Gough
The officer appointed for this purpose
Licensing Strategy and Policy Officer

Please address any communications to: Licensing Service, Sheffield City Council, Block C Staniforth Road Depot Staniforth Road Sheffield S9 3HD. licensing@sheffield.gov.uk



Notice of hearing of representations in respect of the following application: LA03 Premises Licence Application

To: Monika Kekelikova

Sent via email: [REDACTED]

The Sheffield City Council being the licensing authority, on the 20th March 2024 received an application in respect of the premises known as;

Radisson Blu Hotel, 30 Pinstone Street, Sheffield, S1 2HN

During the consultation period, the Council received representations from the following interested party:

- **3 x Local Residents**
- **Environmental Protection Service, Sheffield City Council**

on the likely effect of this application on the promotion of the licensing objectives, should it be granted.

The Council now **GIVES YOU NOTICE** that the representations will be considered at a hearing to be held **at Sheffield Town Hall on Monday 13th May 2024 at 10.00am**; following which the Council will issue a notice of determination of the application.

The documents which accompany this notice are the relevant representations which have been made, as defined in Section 35(5) of the Act.

The particular points on which the Council considers that it will want clarification at the hearing from a party are as follows:

- 1) The representation you have made with reference to these particular premises and the four core objectives.
- 2) You may also be asked questions by the parties to the hearing, relating to your representation.

Please complete the attached form LAR1 and return it to: **Licensing Service, Sheffield City Council, Block C Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD** within five (5) working days before the day or the first day on which the hearing is to be held.

Dated: 29th April 2024

Signed: Jayne Gough
The officer appointed for this purpose
Licensing Strategy and Policy Officer

Please address any communications to: Licensing Service, Sheffield City Council, Block C Staniforth Road Depot Staniforth Road Sheffield S9 3HD. licensing@sheffield.gov.uk

NOTES

Right of attendance, assistance and representation

15. Subject to regulations 14(2) and 25, a party may attend the hearing and may be assisted or represented by any person whether or not that person is legally qualified.

Representations and supporting information

16. At the hearing a party shall be entitled to –
- (a) in response to a point upon which the authority has given notice to a party that it will want clarification under regulation 7(1)(d), give further information in support of their application, representations or notice (as applicable),
 - (b) if given permission by the authority, question any other party; and
 - (c) address the authority

Failure of parties to attend the hearing

20. – (1) If a party has informed the authority that he does not intend to attend or be represented at a hearing, the hearing may proceed in his absence.
- (2) If a party who has not so indicated fails to attend or be represented at a hearing the authority may:–
- (a) where it considers it to be necessary in the public interest, adjourn the hearing to a specified date, or
 - (b) hold the hearing in the party's absence.
- (3) Where the authority holds the hearing in the absence of a party, the authority shall consider at the hearing the application, representations or notice made by that party.
- (4) Where the authority adjourns the hearing to a specified date it must forthwith notify the parties of the date, time and place to which the hearing has been adjourned.

Procedure at hearing

21. Subject to the provisions of the Regulations, the authority shall determine the procedure to be followed at the hearing.
22. At the beginning of the hearing, the authority shall explain to the parties the procedure which it proposes to follow at the hearing and shall consider any request made by a party under regulation 8(2) for permission for another person to appear at the hearing, such permission shall not be unreasonably withheld.
23. A hearing shall take the form of a discussion led by the authority and cross-examination shall not be permitted unless the authority considers that cross-examination is required for it to consider the representations, application or notice as the case may require.
24. The authority must allow the parties an equal maximum period of time in which to exercise their rights provided for at regulation 16.
25. The authority may require any person attending the hearing who in their opinion is behaving in a disruptive manner to leave the hearing and may –
- (a) refuse to permit that person to return, or
 - (b) permit him to return only on such conditions as the authority may specify,
- but such a person may, before the end of the hearing, submit to the authority in writing any information which they would have been entitled to give orally had they not been required to leave.

Notice of actions following receipt of notice of hearing

To **Licensing Service,
Sheffield City Council
Block C Staniforth Road Depot Staniforth Road
Sheffield
S9 3HD**

I **Monika Kekelikova, local resident**

hereby confirm that I have received the Notice of Hearing dated 29th April 2024 and notify you as follows **(please complete)**:

I intend to attend the hearing on Monday 13th May 2024 at 10.00am at Sheffield Town Hall.

I do not intend to attend the hearing.

I intend to be represented at the hearing by:

I consider the hearing to be unnecessary because:

.....

I request thatshould appear at the hearing and set out below the point or points on which this person may be able to assist the authority in relation to this application, representations or notice of the party making the request.

Dated: Signed.....

Please see Regulation 8 overleaf

Please complete this form and return it to:
Licensing Service, Sheffield City Council, Block C Staniforth Road Depot, Staniforth Road, Sheffield, S9 3HD.

licensing@sheffield.gov.uk

Regulation 8

- (1) A party shall give to the authority within the period of time provided for in the following provisions of this regulation a notice stating –
 - (a) whether he intends to attend or be represented at the hearing;
 - (b) whether he considers a hearing to be unnecessary
- (2) In a case where a party wishes any other person (other than the person he intends to represent him at the hearing) to appear at the hearing, the notice referred to in paragraph (1) shall contain a request for permission for such other person to appear at the hearing accompanied by details of the name of that person and a brief description of the point or points on which that person may be able to assist the authority in relation to the application, representations or notice of the party making the request.
- (3) In the case of a hearing under –
 - (a) section 48(3)(a) (cancellation of interim authority notice following police objection), or
 - (b) section 105(2)(a) (counter notice following police objection to temporary event notice),

the party shall give the notice no later than one working day before the day or the first day on which the hearing is to be held.

- (4) In the case of a hearing under –
 - (a) section 167(5)(a) (review of premises licence following closure order),
 - (b) paragraph 4(3)(a) of Schedule 8 (determination of application for conversion of existing licence), paragraph 16(3)(a) of Schedule 8 (determination of application for conversion of existing club certificate)
 - (c) paragraph 26(3)(a) of Schedule 8 (determination of application by holder of justices' licence for grant of personal licence),

the party shall give the notice no later than two working days before the day or the first day on which the hearing is to be held.

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

Licensing Act 2003 – Hearing Procedure – Regulation 7 (1)

This procedure has been drawn up in accordance with the Licensing Act 2003 to assist those parties attending Licensing Committee hearings.

1. The hearing before the Council is Quasi Judicial.
 2. The Chair of the Licensing Committee will introduce the Committee and ask officers to introduce themselves.
 3. The Chair will ask the applicants to formally introduce themselves.
 4. The Solicitor to the Committee will outline the procedure to be followed at the hearing.
 5. Hearing Procedure:-
 - (a) The Licensing Officer will introduce the report.
 - (b) Questions concerning the report can be asked both by Members and the applicant.
 - (c) The Licensing Officer will introduce in turn representatives for the Responsible Authority and Interested Parties who will be asked to detail their relevant representations.
 - (d) Members may ask questions of those parties
 - (e) With the leave of the Chair the applicant or his representative may cross examine the representatives of the Responsible Authorities and Interested Parties.
 - (f) The applicant/licensee (or his/her nominated representative) will then be asked to:-
 - (i) detail the application;
 - (ii) provide clarification on the application and respond to the representations made.
 - (g) The applicant/licensee (or his/her nominated representative) may then be asked questions by members and with the leave of the Chair from the other parties present.
 - (h) The applicant will then be given the opportunity to sum up the application.
 - (i) The Licensing Officer will then detail the options.
 - (j) There will then be a private session for members to take legal advice and consider the application.
 6. The decision of the Licensing Committee will be given in accordance with the requirements of the Licensing Act 2003 and regulations made there under.
- NB:
- 1) At any time in the Licensing Process Members of the Committee may request legal advice from the Solicitor to the Committee. This advice may be given in open session or in private.
 - 2) The Committee Hearing will be held in public unless and in accordance with the Regulations the Committee determine that the public should be excluded.