



Havering
LONDON BOROUGH

Licensing Officer's Report

LICENSING SUB-COMMITTEE

19 February 2018

REPORT

Subject heading:

Report author and contact details:

Sapphire Ice & Leisure Centre
24 Western Road Romford RM1 3JT
Premises licence application
Paul Jones, Licensing Officer
licensing@havering.gov.uk
01708 432777

This application for a premises licence is made by Sports and Leisure Management Ltd under section 17 of the Licensing Act 2003. The application was received by Havering's Licensing Authority on 3rd January 2018.

Geographical description of the area and description of the building

The Sapphire Ice & Leisure Centre is a newly constructed premises in the centre of Romford within Romford's cumulative impact zone. The premises are predominantly aimed at sporting activity; the site contains a swimming pool and an ice rink. The centre also houses two cafes.

Details of the application

The application seeks to permit the provision of the following licensable activities:

Indoor sporting events, recorded music, performances of dance		
Day	Start	Finish
Monday to Sunday	05:30	23:30

Supply of alcohol (on premises)		
Day	Start	Finish
Monday to Sunday	11:00	23:00

Hours premises open to the public		
Day	Start	Finish
Monday to Sunday	05:30	23:45

Comments and observations on the application

The applicant acted in accordance with regulations 25 and 26 of *The Licensing Act 2003 (Premises licences and club premises certificates) Regulations 2005* relating to the advertising of the application. The required public notice was installed in the 12th January 2018 edition of the Havering Yellow Advertiser.

The application indicates that “*alcohol [is] to be sold in the ice rink only during events only*” and, additionally, that “*alcohol shall not be sold or supplied otherwise [than] to persons attending pre-booked events.*” In apparent opposition to this, online advertising material on the premises’ website indicates that customers may “*refuel and refresh at our two fully-licensed cafés.*” This apparent contradiction will require some clarification from the applicant.

As mentioned previously the premises is located within Romford’s ring road and is therefore subject to Havering’s licensing policy 2 further to cumulative impact which states:

The Licensing Authority has adopted a special policy relating to cumulative impact in relation to:

- *Romford town centre within the ring road*
- *St Andrews Ward*

This policy creates a rebuttable presumption that applications for new premises licences, club premises certificates, or variation applications that will to add to the existing cumulative impact, will normally be refused, unless the applicant can demonstrate why the operation of the premises involved will not add to the cumulative impact and not impact adversely on the promotion of the licensing objectives. The exception to this policy will be for applications for restaurants where alcohol is sold ancillary to a table meal and the terminal licensing hour is in line with the policy.

The application did not contain a rebuttal argument further to this policy and neither has such an argument been received at the time of writing this report.

After discussions with the Police the applicant added the following three conditions to the operating schedule further to the provision of CCTV:

- 1. A CCTV system shall be installed and maintained to the reasonable satisfaction of the Metropolitan Police Licensing Officer which shall include a plan identifying the position and number of cameras and which may only be changed with the agreement of the Metropolitan Police.*
- 2. CCTV footage of evidential quality shall be recorded of all entrance and exit doors. Customers must remove head wear on entry to the premises unless worn as part of religious observance to allow the recording of a clear head/shoulder image.*
- 3. The CCTV system shall be fully operational during the hours licensable activities take place and footage shall be retained for a minimum of thirty-one days. At least one trained member of staff shall be available at all times the*

premises is open to activate the CCTV system. Footage shall be made available for viewing by Police upon request and recordings of footage shall be provided to the Police as soon as possible. The system shall comply with primary legislation and notices shall be clearly and prominently displayed stating that CCTV is in operation 24 hours a day. In the event of a technical failure the Metropolitan Police shall be notified of the fault.

Summary

There was one representation against this application submitted by a concerned resident.

There were no representations against this application submitted by responsible authorities.



Havering
L O N D O N B O R O U G H

Copy of Application

* required information

Section 1 of 21

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

Not Currently In Use

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

Your reference

Sapphire Ice & Leisure Centre

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

Tom

* Family name

Fletcher

* 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

2204085

Business name

Sport & Leisure Management Ltd

If your business is registered, use its registered name.

VAT number

GB

738 8291 89

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

Legal status

Private Limited Company

Continued from previous page...

Your position in the business

Home country

The country where the headquarters of your business is located.

Registered Address

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Section 2 of 21

PREMISES DETAILS

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003.

Premises Address

Are you able to provide a postal address, OS map reference or description of the premises?

☒ Address ☐ OS map reference ☐ Description

Postal Address Of Premises

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Further Details

Telephone number

Non-domestic rateable value of premises (£)

Section 3 of 21

APPLICATION DETAILS

In what capacity are you applying for the premises licence?

- ☐ An individual or individuals
- ☒ A limited company / limited liability partnership
- ☐ A partnership (other than limited liability)
- ☐ An unincorporated association
- ☐ Other (for example a statutory corporation)
- ☐ A recognised club
- ☐ A charity
- ☐ The proprietor of an educational establishment
- ☐ A health service body
- ☐ A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- ☐ A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- ☐ The chief officer of police of a police force in England and Wales

Confirm The Following

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

Section 4 of 21

NON INDIVIDUAL APPLICANTS

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

Non Individual Applicant's Name

Name

Details

Registered number (where applicable)

Description of applicant (for example partnership, company, unincorporated association etc)

Continued from previous page...

Sports and Leisure Management Limited's consumer brand is Everyone Active, which is the name that can be seen at 150 leisure and cultural facilities across the UK. Everyone Active manages these facilities in partnership with 40 different local authorities, including London Borough of Havering Council.

Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Contact Details

E-mail

Telephone number

Other telephone number

* Date of birth / /

* Nationality

[Add another applicant](#)

Section 5 of 21

OPERATING SCHEDULE

When do you want the premises licence to start? / /
dd mm yyyy

If you wish the licence to be valid only for a limited period, when do you want it to end / /
dd mm yyyy

Provide a general description of 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.

Offering a range of facilities, Sapphire Ice & Leisure Centre is home to: a 25 metre 8 lane main pool, teaching pool, 100 station gym, steam room and sauna, 2 x studios, 2 x cafes and an ice rink

Continued from previous page...

Everyone Active is applying to carry out licensable activities on the ice rink only. A temporary bar selling alcohol will be on offer during ice hockey games.

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

4999

Section 6 of 21

PROVISION OF PLAYS

See guidance on regulated entertainment

Will you be providing plays?

☐ Yes

☒ No

Section 7 of 21

PROVISION OF FILMS

See guidance on regulated entertainment

Will you be providing films?

☐ Yes

☒ No

Section 8 of 21

PROVISION OF INDOOR SPORTING EVENTS

See guidance on regulated entertainment

Will you be providing indoor sporting events?

☒ Yes

☐ No

Standard Days And Timings

MONDAY

Start 05:30

End 23:30

Start

End

TUESDAY

Start 05:30

End 23:30

Start

End

WEDNESDAY

Start 05:30

End 23:30

Start

End

THURSDAY

Start 05:30

End 23:30

Start

End

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.

Continued from previous page...

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

Various ice events will be held including ice hockey matches and discos on Friday and Saturday evenings. Amplified music may be played intermittently during events.

State any seasonal variations for indoor sporting events

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for indoor sporting events at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 9 of 21

PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

See guidance on regulated entertainment

Will you be providing boxing or wrestling entertainments?

☐ Yes

☒ No

Section 10 of 21

PROVISION OF LIVE MUSIC

See guidance on regulated entertainment

Will you be providing live music?

Continued from previous page...

Section 11 of 21

PROVISION OF RECORDED MUSIC

See guidance on regulated entertainment

Will you be providing recorded music?

☒ Yes

☐ No

Standard Days And Timings

MONDAY

Start

End

Start

End

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the playing of recorded music take place indoors or outdoors or both?

☒ Indoors

☐ Outdoors

☐ Both

Where taking place in a building or other
structure tick as appropriate. Indoors may
include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

Amplified music may be played intermittently during events.

Continued from previous page...

State any seasonal variations for playing recorded music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the playing of recorded music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 12 of 21

PROVISION OF PERFORMANCES OF DANCE

See guidance on regulated entertainment

Will you be providing performances of dance?

☒ Yes

☐ No

Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

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.

Continued from previous page...

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the performance of dance take place indoors or outdoors or both?

☒ Indoors

☐ Outdoors

☐ Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

Music will be amplified in the ice rink only.

State any seasonal variations for the performance of dance

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the performance of dance at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 13 of 21

PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

See guidance on regulated entertainment

Will you be providing anything similar to live music, recorded music or performances of dance?

☐ Yes

☒ No

Section 14 of 21

LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

☒ Yes

☐ No

Continued from previous page...

Standard Days And Timings

MONDAY

Start

End

Start

End

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the provision of late night refreshment take place indoors or outdoors or both?

☒ Indoors ☐ Outdoors ☐ Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

Alcohol and refreshments to be served during skating events: Ice Hockey matches.
Amplified music to be played during the events.

State any seasonal variations

Continued from previous page...

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the supply of late night refreshments at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 15 of 21

SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

☒ Yes

☐ No

Standard Days And Timings

MONDAY

Start

End

Start

End

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

Continued from previous page...

SUNDAY

Start

End

Start

End

Will the sale of alcohol be for consumption:

- ☒ On the premises ☐ Off the premises ☐ Both

If the sale of alcohol is for consumption on the premises select on, if the sale of alcohol is for consumption away from the premises select off. If the sale of alcohol is for consumption on the premises and away from the premises select both.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

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

Name

First name

Family name

Date of birth / /

Continued from previous page...

Enter the contact's address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Personal Licence number
(if known)

Issuing licensing authority
(if known)

PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- ☐ Electronically, by the proposed designated premises supervisor
- ☒ As an attachment to this application

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

Section 16 of 21

ADULT ENTERTAINMENT

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

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 etc gambling machines etc.

Section 17 of 21

HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start

End

Start

End

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.

Continued from previous page...

TUESDAY

Start	<input type="text" value="05:30"/>	End	<input type="text" value="23:45"/>
Start	<input type="text"/>	End	<input type="text"/>

WEDNESDAY

Start	<input type="text" value="05:30"/>	End	<input type="text" value="23:45"/>
Start	<input type="text"/>	End	<input type="text"/>

THURSDAY

Start	<input type="text" value="05:30"/>	End	<input type="text" value="23:45"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="05:30"/>	End	<input type="text" value="23:45"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="05:30"/>	End	<input type="text" value="23:45"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="05:30"/>	End	<input type="text" value="23:45"/>
Start	<input type="text"/>	End	<input type="text"/>

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Operating hours vary on bank holidays.

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 18 of 21

LICENSING OBJECTIVES

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

a) General – all four licensing objectives (b,c,d,e)

Continued from previous page...

List here steps you will take to promote all four licensing objectives together.

1. Alcohol to be sold or supplied in the ice rink only during events only and shall not be sold for off-sales from this area.
2. Alcohol shall not be sold or supplied otherwise to persons attending pre-booked events.
3. Security must be provided for events where alcohol is being served at a minimum ratio of 1 SIA qualified guard to every 100 guests.
4. DPS to train staff working events with alcohol on the Licensing Act, how and when to ask for proof of age, refuse service and check validity of ID prior to the event. Staff training records to be maintained.
5. All drinks to be decanted into plastic (or similar) cups.
6. A 'Challenge 25' policy to be operated - passport or driving license only, including photograph, DOB and either a holographic mark or ultraviolet feature.
7. The premises shall at all times maintain and operate an incident log, accident log and sales refusals log for alcohol.

b) The prevention of crime and disorder

1. The supply of alcohol shall cease 30 minutes before the event is due to end to assist with gradual dispersal of attendees.
2. Substantial food and non-intoxicating beverages, including drinking water, shall be available at events where alcohol is being sold or supplied.
3. Security to supervise customers exiting the premises.
4. A member of management to be present at all times.

c) Public safety

1. Staff with a recognised qualification in first aid to be present during events.
2. The building's means of escape to be kept clearly signposted, visible and unobstructed in case of an emergency.
3. Fire warning device, fire fighting equipment, electrical installation and mechanical equipment to be maintained in good condition and full working order at all times.
4. No pyrotechnics permitted.
5. Ice Rink capacity level to be determined by risk assessment for each event and be monitored during events.

d) The prevention of public nuisance

1. Notices requesting patrons to leave quietly to be displayed during events. Similar reminders to be made by staff and security supervising customers leaving.
2. Entertainment facilities - such as speakers - to be positioned away from doors and windows wherever possible.
3. Queue management system to be implemented for large events.
4. Windows and doors to be kept closed to prevent noise breakout wherever possible.
5. Security to remain on site for 30 minutes after events to ensure customers leave quickly, safely and quietly.

e) The protection of children from harm

1. Allow admittance of children at age appropriate events organised specifically for family entertainment only.
2. Children under the age of 16 must be accompanied by a responsible adult aged 18 or over.
3. A 'no ID – no entry' policy to be operated at over 18s events - passport or driving license only, including photograph, DOB and either a holographic mark or ultraviolet feature.
4. Signage to be displayed regarding prohibition of under 18's.

Section 19 of 21

NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK

Continued from previous page...

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.

Continued from previous page...

- 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.

Section 20 of 21

NOTES ON REGULATED ENTERTAINMENT

Continued from previous page...

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.

Continued from previous page...

- 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.

Section 21 of 21

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.

Premises Licence Fees are determined by the non domestic rateable value of the premises.

To find out a premises non domestic rateable value go to the Valuation Office Agency site at http://www.voa.gov.uk/business_rates/index.htm

Band A - No RV to £4300 - £100

Band B - £4301 to £33000 - £190.00

Band C - £33001 to £87000 - £315.00

Band D - £87001 to £125000 - £450.00*

Band E - £125001 and over - £635.00*

*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then you are required to pay a higher fee.

Band D - £87001 to £125000 - £900.00

Band E - £125001 and over - £1,905.00

There is an exemption from the payment of fees in relation to the provision of regulated entertainment at church halls, chapel halls, or premises of a similar nature, village halls, parish or community halls, or other premises of a similar nature.

The costs associated with these licences will be met by Central Government. If, however, the licence also authorises the use of the premises for the supply of alcohol or the provision of late night refreshment, a fee will be required.

Schools and sixth form colleges are exempt from the fees associated with the authorisation of regulated entertainment where the entertainment is provided by and at the school or college and for the purposes of the school or college.

If you operate a large event you are subject to ADDITIONAL fees based upon the number of attendance at any one time.

Capacity 5000 to 9999 - £1,000.00

Capacity 10000 to 14999 - £2,000.00

Capacity 15000 to 19999 - £4,000.00

Capacity 20000 to 29999 - £8,000.00

Capacity 30000 to 39999 - £16,000.00

Capacity 40000 to 49999 - £24,000.00

Capacity 50000 to 59999 - £32,000.00

Capacity 60000 to 69999 - £40,000.00

Capacity 70000 to 79999 - £48,000.00

Capacity 80000 to 89999 - £56,000.00

Capacity 90000 and over £64,000.00

* Fee amount (£)

315.00

DECLARATION

1

Continued from previous page...

* I/we understand it is an offence, liable on conviction to a fine up to level 5 on the standard scale, under Section 158 of the Licensing Act 2003, to make a false statement in or in connection with this application.

☒ 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

* Capacity

* Date / /
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/premises-licence/havering/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.

IT IS AN OFFENCE LIABLE TO SUMMARY CONVICTION TO A FINE OF ANY AMOUNT UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

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

OFFICE USE ONLY

Applicant reference number	<input type="text" value="Sapphire Ice & Leisure Centre"/>
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"/>

< Previous [1](#) [2](#) [3](#) [4](#) [5](#) [6](#) [7](#) [8](#) [9](#) [10](#) [11](#) [12](#) [13](#) [14](#) [15](#) [16](#) [17](#) [18](#) [19](#) [20](#) [21](#) Next >

Classified

Call: **01268 503422**
 email: **sales@yellowad.co.uk**

Post: **Yellow Advertiser, Acorn House, Great Oaks, Basildon, SS14 1AH**

Articles for sale

Calls cost £1.02 per minute from a BT landline. Other networks may vary, calls from a mobile could be considerably higher. Text YABARGAIN (space) Advert up to a maximum 150 characters and send to 83149. Texts cost £1.02 plus standard network rates. If you do not want to receive details on any other product or services, please text the word EXIT at the end of your message. Your advertisement will appear in the next available edition. We do not accept bargain ads under £100 by fax, post or person

0905 624 0595

Recruitment



Homestead Care Service

est. 1994

Homestead Care in the foremost provider of quality care in Havering, committed to enabling adults to live life to the fullest in the comfort of their own homes

Our business is constantly expanding and we're recruiting first-rate individuals to represent us.

HOME CARERS

- Flexible working hours to suit you - full and part-time available
- Experience not essential as complete and ongoing training provided
- Enjoy free qualification training - Gain qualification in care Level 2 & 3
- Professional guidance and support provided by dedicated office teams
- Free uniform plus competitive rates of pay
- Carer progression opportunities available
- Car drivers preferred

If you'd like to work with us we'd love to hear from you!

**Phone Denise on (01708) 34 34 34
 or email your CV: info@homesteadcare.com**

Enhanced DBS check required • Homestead Care is committed to equal opportunities

Homestead Care Service
 Second Floor
 11 Bryand Avenue
 Harold Wood, Romford RM3 0AP

(01708) 34 34 34

info@homesteadcare.com

Public Notices

NOTICE OF APPLICATION FOR A PREMISES LICENCE UNDER SECTION 17 OF THE LICENSING ACT 2003

APPLICANT: Sports and Leisure Management (SLM Ltd.)

PREMISES: SAPPHIRE ICE & LEISURE, 24 WESTERN RD, ROMFORD, RM1 3JT

The proposed licensable activity is:

- The provision of licensable activities Monday to Friday from 05:30 - 23:45 and Saturday to Sunday from 05:30 - 23:45 in the ice rink only
- The sale of alcohol by retail from 11:00 - 23:00 in the ice rink only

Full details of the application can be inspected at the address noted below during normal business hours.

Any representations by an interested party or responsible authority regarding this application can be made to:

London Borough of Havering, Licensing Team, Town Hall Main Road, ROMFORD, RM1 3BD
 Website: www.havering.gov.uk

Such representation must be received in writing by 31/01/2018, clearing stating the grounds upon which the representation is made in relation to the four objectives of the Licensing Act 2003.

It is an offence to knowingly or recklessly make a false statement in connection with an application.

The maximum fine for which a person is liable on summary conviction for the offence is £5,000.00.

SHIRLEY JENNY INMAN (Deceased)

Pursuant to the Trustee Act 1925 any persons having a claim against or an interest in the Estate of the above named, late of 148 Cranham Gardens, Upminster RM14 1JT, who died on 23/09/2017, are required to send written particulars thereof to the undersigned on or before 11/03/2018, after which date the Estate will be distributed having regard only to the claims and interests of which they have had notice.

John Inman, 82 Wensleydale Avenue, Ilford IG5 0NB.

Music

THE PIANO MAN 20/30

Reconditioned Pianos, Tuning, Removals, Rental Service.

We collect unwanted Pianos

**01268 541001
 01708 343455**

For Sale

LINKS OF LONDON
 Silver & White Enamel
 Cat got the Cream
 Charm, Boxed, New
 £20 Tel: 01708 459043

KILNER Clip Top Air
 Tight Glass Storage
 Jars-3 x 2.2 Litres
 £9, 2 x 1 Litres, 2 x 500ml, 2 x 300ml £7
 Tel: 01708 459043

Business

Trade: 01268 503422

Aerials

abOde (1977)

- TV / Radio Aerials
- Satellites / TV Points
- TV Wall Mounting
- Home Cinema Install
- AV / Multi-Room Audio Systems
- HD CCTV / Remote Viewing
- Phone points / Networking
- WiFi / LAN Access points
- Free Estimates / Survey
- NO CALL OUT CHARGE

07985 822033

Building

PLANS QUICKLY CALCULATIONS, REGULATIONS, FREE SURVEY, NWNF, APPEALS
CALL MR MORGAN 07850 373 274

BRICKLAYER
 30 Years Experience
 Garden Walls, Alterations, Painting & all building work considered.
 Free Estimates
 Call Nick:
**01708 764720
 07843 657922**

Carpentry

ALL CARPENTRY
 www.allcarpentry.co.uk
 Staircases, Laminate Flooring, Skirting, Dado Rails, Kitchens, Wardrobes.
 Doors fitted from £25
 Guild Qualified
 30 years Experience
 Call Steven
**01708 525682
 Mob 07950 384595**

Motoring

Mobile Timing Belts

Is Your Timing Belt Due For Renewal?



Belt failure will result in expensive engine damage

**Belts fitted from £99.00
 Belt Kits Fitted from £140**

- **Quality** - All OE quality parts used
- **Experience** - 30+ years in Motor trade over 6,500 successful belt & kit installations
- **Accuracy** - using the correct locking tools gets it right first time, every time

For friendly, helpful advice, or a fixed quote call

Tel: 07740 192608

Supplied, fitted and guaranteed at your home or your workplace

CARS WANTED - CARS WANTED CASH TODAY

1 HOUR ANYWHERE

£275 min -

£10,000 max.

MoT or not, good, clean or damaged.

07845 846 514

High or low miles
 7 days, 24 hours

CARS WANTED CASH TODAY

1/2 HOUR ANYWHERE

£700 MIN - £20,000 MAX

MoT or not. Good, clean or damaged (vans wanted). High or low miles

020 8529 4321

7 days, 24 hours
 (Local Dealer)

Sell your car
 and all that goes with it.
yellowad.co.uk

Curtains & Blinds



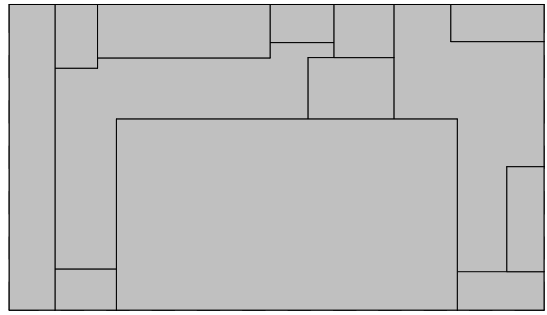
A family run business offering free quotations & fitting on all types of Blinds, Shutters, Curtains, Awnings & Canopies covering London & the Southeast

Call 07848 149848
www.retracxblinds.co.uk
 Find us on Facebook
 10% discount with this advert


To advertise in this section please telephone

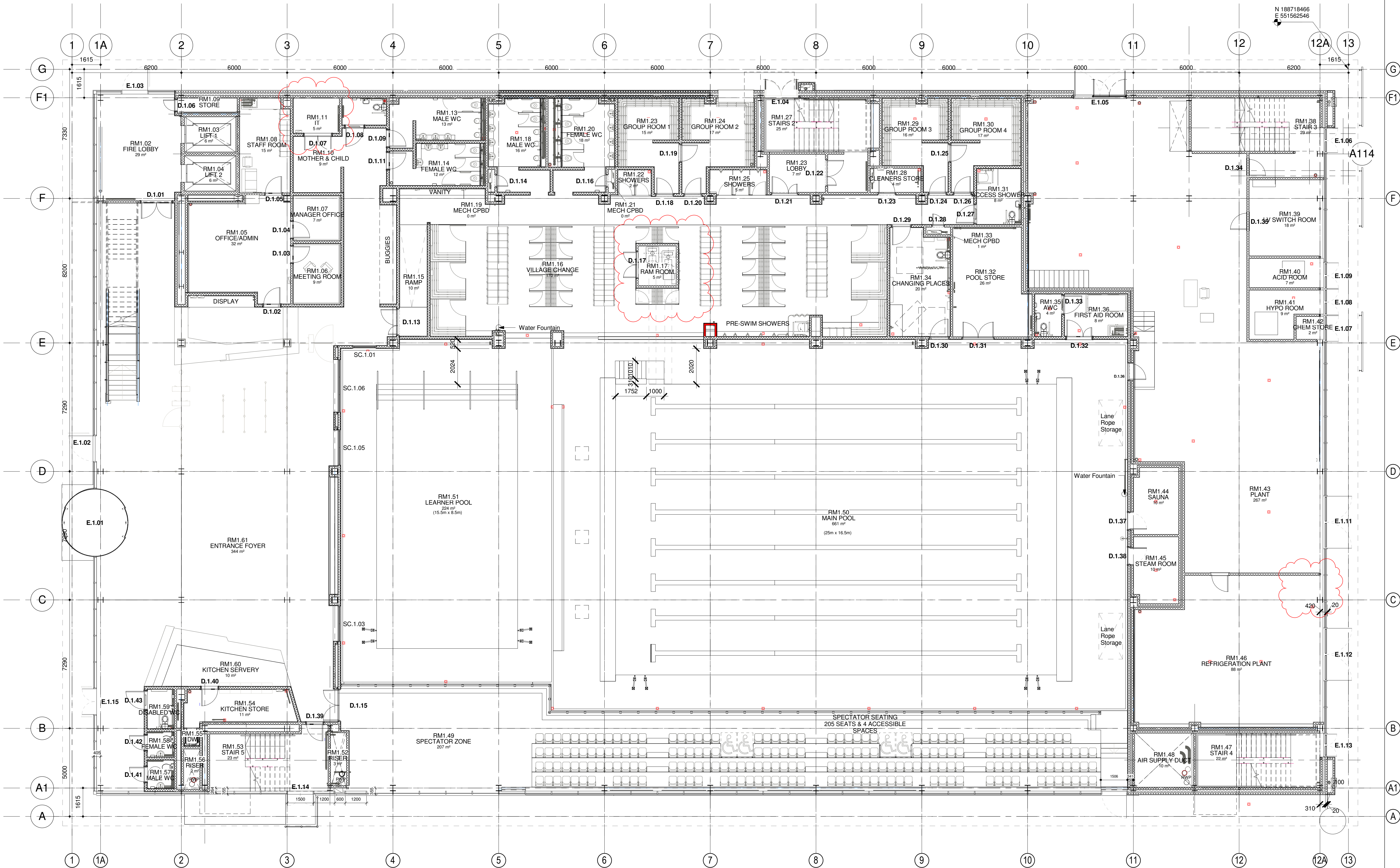
01268 503400

Yellow Advertiser

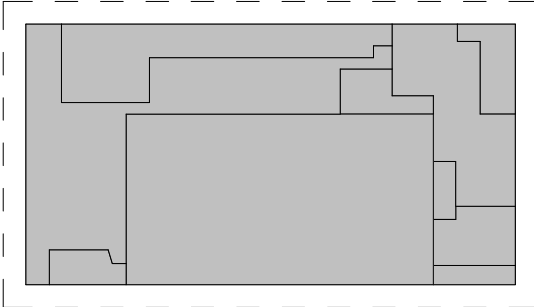


No.	Revision	Date	Chk	Auth
A	Draft Stage E Issue	14-10-23	TM	NS
B	Draft Stage E Issue	14-12-04	TM	NS
C	Issued for Stage E	15-01-09	JO	NS
D	Stage F - Issued For Comment	15-03-13	TM	SS
E	Issued For Stage F	15-04-27	TM	NS
C 1	CONSTRUCTION ISSUE	16-04-22	SJS	NTS

<div>CONSTRUCTION</div>		<div>Client</div> <div>Willmott Dixon / LB of Havering</div>			
<div><div></div><div><div>Chartered Architects</div><div>119 Newmarket Road Cambridge CB5 8HA Tel: 01223 367733</div><div>E-mail: office@saundersboston.co.uk</div></div></div>		<div>Job</div> <div>Romford Leisure Centre</div>			
<div>Saunders Boston</div>		<div>Drawing</div> <div>Level 2 - GA</div>			
<div>Number</div> <div>1332-WD-012</div>	<div>Revision</div> <div>C1</div>	<div>Scales</div> <div>1 : 100 @A1</div>	<div>Date</div> <div>24/10/14</div>	<div>Ckd</div> <div>TM</div>	<div>Auth</div> <div>NS</div>




No.	Note
1	All dimensions to be verified on site by GENERAL CONTRACTOR and any discrepancies to be brought to the attention of the Architect prior to commencing work or setting out or preparing shop drawings.
2	Drawings not to be scaled. Work to figured dimensions only
3	© copyright SAUNDERS BOSTON LIMITED. All rights reserved. This drawing remains the property of SAUNDERS BOSTON LIMITED at all times and may not be reproduced or copied in whole or in part without their prior written consent.
4	This drawing and related specifications are for use only in the stated location.
5	This drawing is to be read in conjunction with all other Consultants drawings and specifications.
6	Drainage has not been surveyed and all pipe locations and below ground drainage runs are indicative

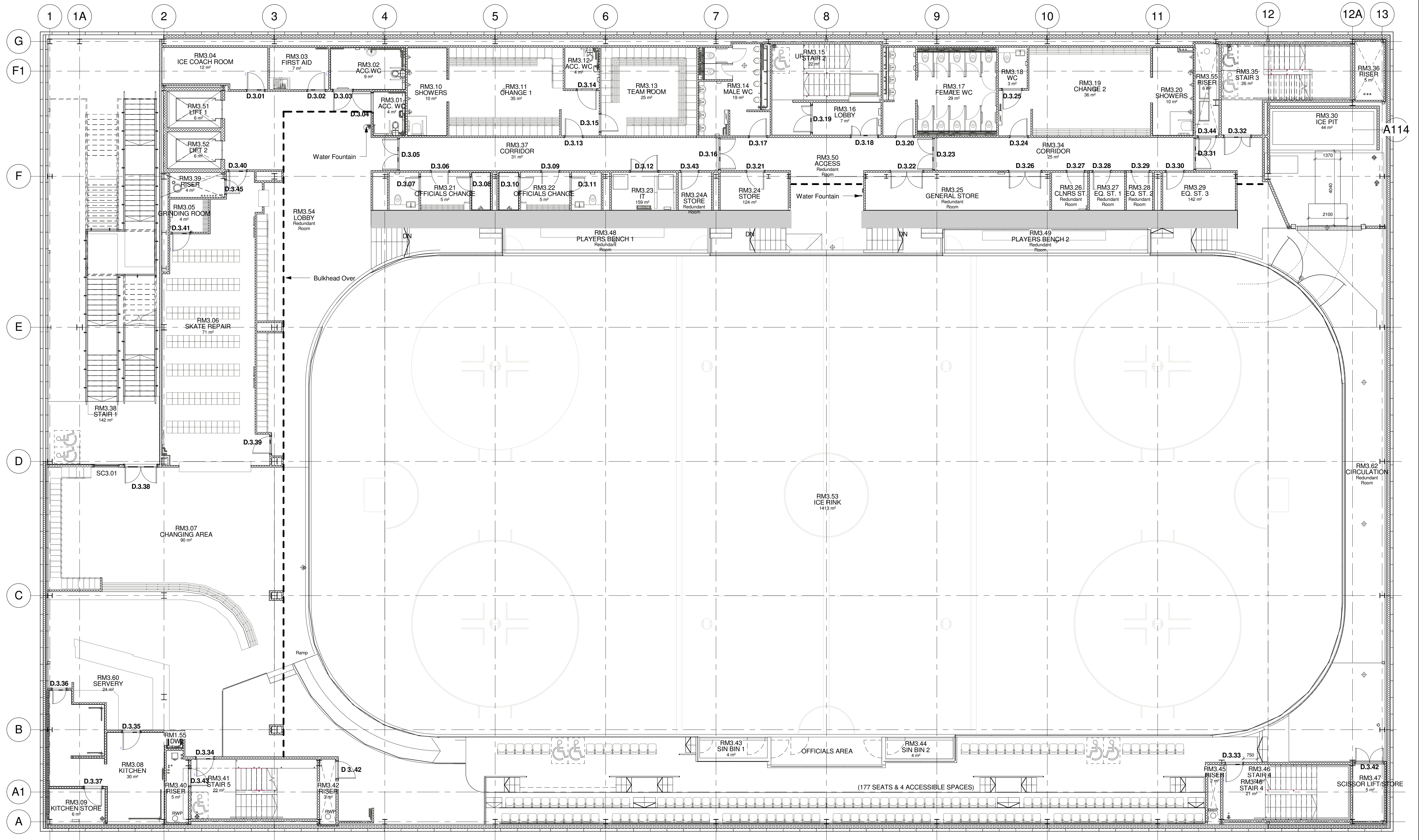


No.	Revision
A	Draft Stage E Issue
B	Draft Stage E Issue
C	Issued for Stage E
D	Stage F - Issued For Comment
E	IT room moved, store room added & issued for Stage F
F	RAM room relocated, new door added in Plant Room
C1	CONSTRUCTION ISSUE

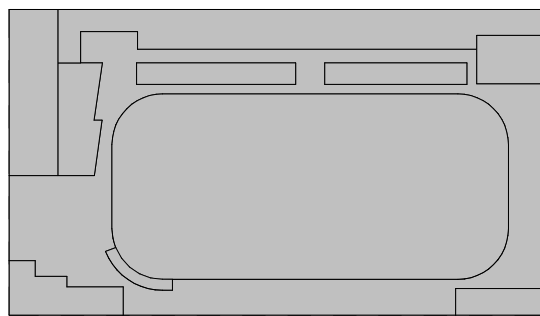
Date	Chk	Auth
14-10-23	TM	NS
14-12-04	TM	NS
15-01-09	JO	NS
15-03-13	TM	SS
15-04-27	TM	NS
15-05-18	VD	NS
16-04-22	SJS	NTS

Date	Chk	Auth

CONSTRUCTION		Client Willmott Dixon / LB of Havering	
		Job Romford Leisure Centre	
 Saunders Boston		Drawing Level 1 - GA	
		Scales 1 : 100 @A1	
Number 1332-WD-011	Revision C1	Date 24/10/14	Auth NS



No.	Note
1	All dimensions to be verified on site by GENERAL CONTRACTOR and any discrepancies to be brought to the attention of the Architect prior to commencing work or setting out or preparing shop drawings.
2	Drawings not to be scaled. Work to figured dimensions only
3	© copyright SAUNDERS BOSTON LIMITED. All rights reserved. This drawing remains the property of SAUNDERS BOSTON LIMITED at all times and may not be reproduced or copied in whole or in part without their prior written consent.
4	This drawing and related specifications are for use only in the stated location.
5	This drawing is to be read in conjunction with all other Consultants drawings and specifications.
6	Drainage has not been surveyed and all pipe locations and below ground drainage runs are indicative



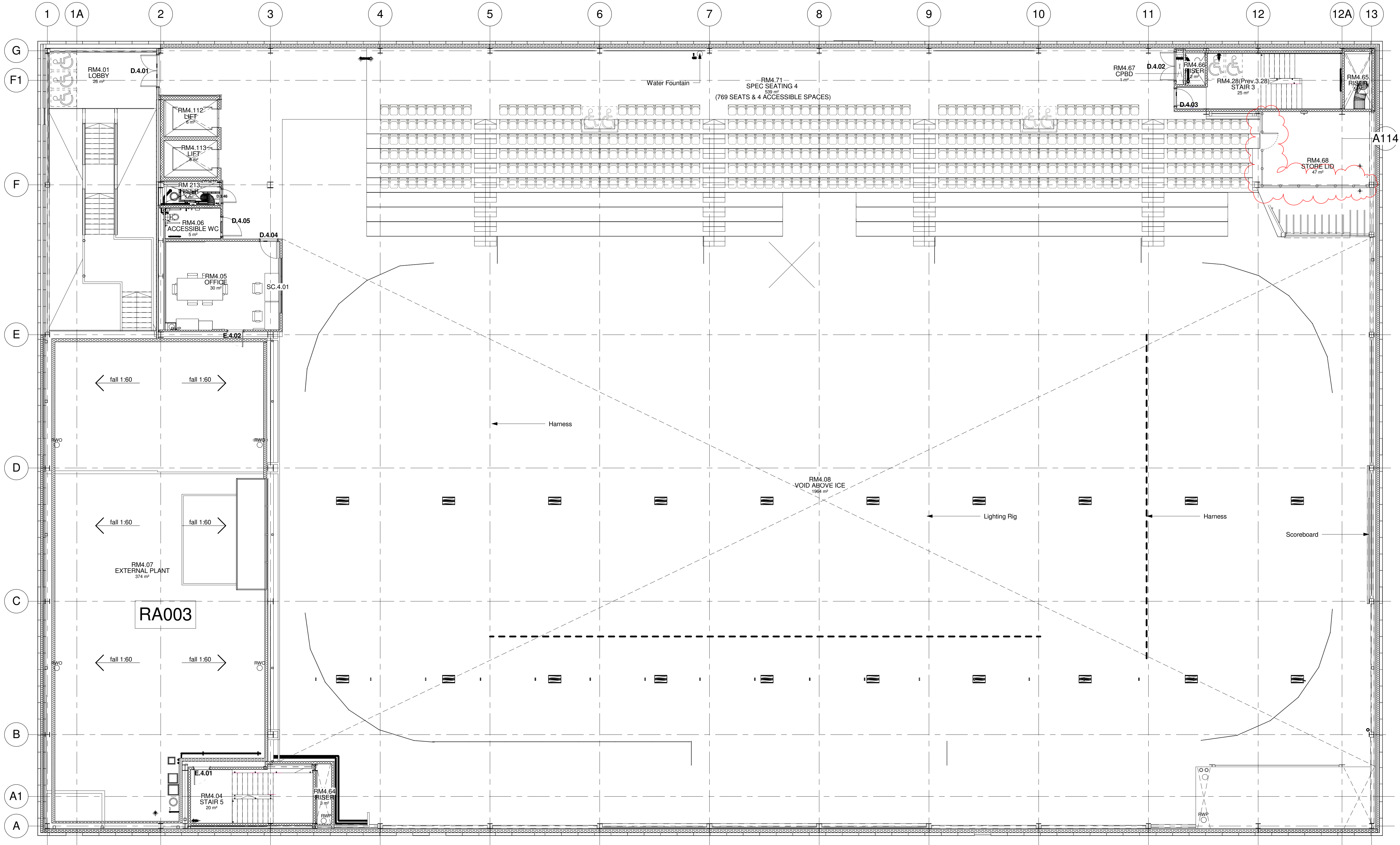
No.	Revision
A	Draft Stage E Issue
B	Draft Stage E Issue
C	Issued For Stage E
D	Stage F - Issued For Comment
E	Issued For Stage F
F	Reinstate doors and numbers onto drawing
G	Furniture, gates to ice rink added
C1	CONSTRUCTION ISSUE
C2	Add Harness and Lighting Reg Details
C3	SPECTATOR SEATING REVISED

Date	Chk	Auth
14-10-23	TM	NS
14-12-04	TM	NS
15-01-09	JO	NS
15-03-13	TM	SS
15-04-27	TM	NS
15-06-30	SJS	NS
15-07-30	VD	NS
16-04-22	SJS	NTS
16-05-24	SJS	NTS
16-07-18	MD	NT

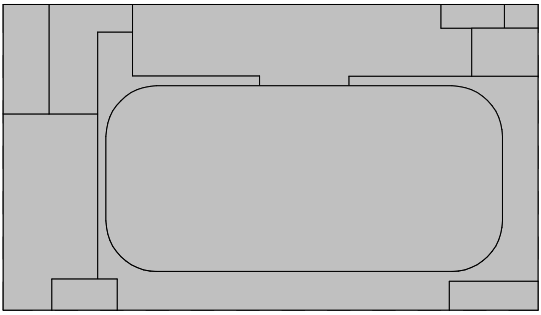
No.	Revision
1	Issue

Date	Chk	Auth
14-10-23	TM	NS
14-12-04	TM	NS
15-01-09	JO	NS
15-03-13	TM	SS
15-04-27	TM	NS
15-06-30	SJS	NS
15-07-30	VD	NS
16-04-22	SJS	NTS
16-05-24	SJS	NTS
16-07-18	MD	NT

CONSTRUCTION		Client	
Chartered Architects 119 Newmarket Road Cambridge CB5 9HA Tel: (01223) 367733 E-mail: office@saundersboston.co.uk		Willmott Dixon / LB of Havering	
Saunders Boston		Job Romford Leisure Centre	
Number 1332-WD-013		Drawing Level 3 - GA	
Revision C3		Scales 1 : 100 @A1	
Date 24/10/14		Ckd TM	
Auth NS		Auth NS	



No.	Note
1	All dimensions to be verified on site by GENERAL CONTRACTOR and any discrepancies to be brought to the attention of the Architect prior to commencing work or setting out or preparing shop drawings.
2	Drawings not to be scaled. Work to figured dimensions only
3	© copyright SAUNDERS BOSTON LIMITED. All rights reserved. This drawing remains the property of SAUNDERS BOSTON LIMITED at all times and may not be reproduced or copied in whole or in part without their prior written consent.
4	This drawing and related specifications are for use only in the stated location.
5	This drawing is to be read in conjunction with all other Consultants drawings and specifications.
6	Drainage has not been surveyed and all pipe locations and below ground drainage runs are indicative



No.	Revision
A	14-10-23 TM NS
B	14-12-04 TM NS
C	15-01-09 JO NS
D	15-03-13 TM SS
E	15-04-27 TM NS
F	15-06-30 SJS NS
G	15-07-23 VD NS
C1	16-04-22 SJS NTS

No.	Revision
A	14-10-23 TM NS
B	14-12-04 TM NS
C	15-01-09 JO NS
D	15-03-13 TM SS
E	15-04-27 TM NS
F	15-06-30 SJS NS
G	15-07-23 VD NS
C1	16-04-22 SJS NTS

CONSTRUCTION		Client Willmott Dixon / LB of Havering	
Chartered Architects 119 Newmarket Road Cambridge CB5 9HA Tel: (01223) 367733 E-mail: office@saundersboston.co.uk		Job Romford Leisure Centre	
Saunders Boston		Drawing Level 4 - GA	
Number 1332-WD-014	Revision C1	Scales 1 : 100 @A1	Date 24/10/14
		Ckd TM	Auth NS



Havering
L O N D O N B O R O U G H

Interested Parties - Objections

From: Melanie Cheung [mailto: [REDACTED]]
Sent: 11 January 2018 00:33
To: Licensing
Subject: Ref. PJJ/19785

Hi,

I would like the application for a premises license to the Sapphire Ice & Leisure centre to be rejected. I live in the flats right next to the facility (Verve Apartments) and was already deeply concerned about the noise and safety issues even before I received this letter. I do not need the extra worry/frustrations that will come with the centre serving/selling alcohol and/or holding late night entertainment. Please can we keep the pub/clubbing scene where the station area is and not extend it to this side of Western Road! This would cause so much disruption to our lives, especially at night and I would hate to think what this will do to all the families with babies/kids who live here.

Also, I thought this was supposed to be a leisure centre? Aren't leisure centres supposed to be used to promote healthy lifestyles?

Many thanks

Melanie Cheung
Flat 32 Verve Apartments