



Date: 20/03/2017
Ask For: Emily Kennedy
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LICENSING SUB COMMITTEE

28 MARCH 2017

A meeting of the Licensing Sub Committee will be held at **10.30 am on Tuesday, 28 March 2017** in the Council Chamber, Council Offices, Cecil Street, Margate, Kent.

Membership:

Councillors: K Coleman-Cooke, Dellar and Rogers

A G E N D A

Item
No

Subject

1. **APOLOGIES FOR ABSENCE**

2. **DECLARATIONS OF INTEREST**

'To receive any declarations of interest. Members are advised to consider the advice contained within the Declaration of Interest Form attached at the back of this Agenda. If a Member declares an interest, they should complete that form and hand it to the Officer clerking the meeting and then take the prescribed course of action.'

3. **APPLICATION FOR TEMPORARY ACTIVITIES- TEMPORARY EVENT NOTICE - 'HIPSVILLE SEASIDE A GO GO' (Pages 3 - 26)**

Declaration of Interests Form

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**APPLICATION FOR TEMPORARY ACTIVITIES:
TEMPORARY EVENT NOTICE APPLICATION
BY: Jennifer Debnam**

Licensing Sub-Committee – 28th March 2017 at 10.30 a.m

Report Author **Philip Bensted Regulatory Services Manager**

Portfolio Holder **Cllr Lin Fairbrass Community Services**

Status **For Decision**

Classification: **Unrestricted**

Ward: **Margate Central**

Executive Summary:

To consider this application for temporary activities in the light of objections made by Kent Police.

Recommendation(s):

The instructions of the Sub-Committee are requested

CORPORATE IMPLICATIONS

Financial and Value for Money	None
Legal	<p>There is a right of appeal to a Magistrates' Court within 21 days of the date of the decision of the Licensing Sub-Committee with regard to the grant/refusal of a licence or any of the conditions attached to it.</p> <p>The Licensing Sub-Committee must pay proper attention to the applicant's rights under the provisions of the Human Rights Act 1998, which gives further effect in the United Kingdom to the fundamental rights and freedoms contained in the European Convention on Human Rights. The Licensing Sub-Committee must have proper regard to the rights of the individual applicant when making decisions that affect them. However, it also has to have regard to the safety and protection of the public and therefore to ensure that the right balance is found and think hard about how it can cause the least possible harm to individuals, bearing in mind its duty to ensure the protection of the public.</p>
Corporate	None.
Equalities Act 2010 & Public Sector Equality Duty	<p>Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to the aims of the Duty at the time the decision is taken. The aims of the Duty are: (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, (ii) advance equality of opportunity between people who share a protected characteristic and people who do not share it, and (iii) foster good relations between people who share a protected characteristic and people who do not share it.</p> <p>Protected characteristics: age, gender, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only</p>

	aim (i) of the Duty applies to Marriage & civil partnership.
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1.0 Introduction and Background

- 1.1 A temporary event notice has been received from Jennifer Debnam of Margate for Dreamland, Hall by the Sea Road, Margate. The event is described as 'Hipsville Seaside a Go Go'. There will be the following licensable activities, the sale by retail of alcohol, the provision of regulated entertainment and late night refreshment. It is intended that it will take place on the 29th/30th April between 2 a.m and 6 a.m . The maximum number of people to be present will be 400. The applicant is the holder of a personal licence.
- 1.2 Part 5 of the 2003 Licensing Act provides a system of permitted temporary activities, under which licensable activities can be carried out on a temporary basis (for a period not exceeding 7 days) without the need for a premises licence or a club premises certificate. A copy of the notice is appended at Annex 1.

2.0 General Points

- 2.1 The Act provides for periods of notice and the number of events that may be held. Notice must be given to the Licensing Authority, Police and Environmental Protection ten working days before the beginning of the event period. The Police and Environmental Protection then have three working days to lodge objections with the Licensing Authority and Applicant. A copy of the Police objection is appended at Annex 2. Environmental Health are not objecting having agreed a number of conditions with the applicant which are appended at Annex 3.
- 2.2 Objections must relate to the undermining of the licensing objectives, the prevention of crime and disorder, public safety, the prevention of public nuisance, the protection of children from harm.
- 2.3 A copy of the premises licence for Dreamland with times and conditions is at Annex 4.

3.0 Options

- 3.1 Grant the application.
- 3.2 Refuse the application.
- 3.3 Grant the application with the conditions attached to the premises licence.

Contact Officer:	Philip Bensted, Regulatory Services Manager, ext 7630
Reporting to:	Penny Button, Head of Neighbourhood Services, ext 7425

Annex List

<i>Annex 1</i>	Temporary event notice
<i>Annex 2</i>	Police objection
<i>Annex 3</i>	Environmental Health agreed conditions
<i>Annex 4</i>	Premises licence

Background Papers

Title	Details of where to access copy
N/A	

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Corporate Consultation

Finance	N/A
Legal	N/A

Continued from previous page...

Address

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

- Yes No

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

Building number or name	Dreamland
Street	Hall by the Sea Road
District	
City or town	Margate
County or administrative area	Kent
Postcode	CT9 1XJ
Country	United Kingdom

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

- Neither Premises licence Club premises certificate

Premises licence number

Location Details

Provide further details about the location of the event

Buildings and Transit area

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

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

Home park and events location

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

Wipsville Seaside a Go Go. To extend hours of effective premises licence to 6am. Expected audience age 35 - 65. Male/female split 50/50

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Section 4 of 9

LICENSABLE ACTIVITIES

State the licensable activities that you intend to carry on at the premises (see also guidance on completing the form, note 6):

- The sale by retail of alcohol
- The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club
- The provision of regulated entertainment
- The provision of late night refreshment
- The giving of a late temporary event notice

Late notices can be given no later than 5 working days but no earlier than 9 working days before the event.

(See also guidance on completing the form, note 7).

Event Dates

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

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

(see also guidance on completing the form, note 8)

Event start date

29	/	04	/	2017
dd		mm		yyyy

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

Event end date

30	/	04	/	2017
dd		mm		yyyy

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

02:00 - 06:00

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

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

400

Note that the maximum number of people cannot exceed 499.

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

Continued from previous page...

If the licensable activities will include the supply of alcohol, state whether the supplies will be for consumption on or off the premises, or both (see also guidance on completing the form, note 11):

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

Section 5 of 9

RELEVANT ENTERTAINMENT (See also guidance on completing the form, note 12)

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

In the Ballroom, DJ's/Live bands 02:00 - 06:00

Section 6 of 9

PERSONAL LICENCE HOLDERS (See also guidance on completing the form, note 13)

Do you currently hold a valid personal licence? Yes No

Provide the details of your personal licence below.

Issuing licensing authority

Licence number

Date of issue / /
dd mm yyyy

Date of expiry / /
dd mm yyyy

Any further relevant details

Section 7 of 9

PREVIOUS TEMPORARY EVENT NOTICES (See also guidance on completing the form, note 14)

Have you previously given a temporary event notice in respect of any premises for events falling in the same calendar year as the event for which you are now giving this temporary event notice? Yes No



**Kent
Police**

Chief Officer of Police Objection Notice in relation to a
Temporary Event Notice given under Part 5 Section 100
Licensing Act 2003 (S104 Licensing Act 2003)

Details of person making objection	
Name of Chief Officer of Police	Sharon Adley
Postal Address: (Area Headquarters)	Margate Police Station Fort Hill Margate CT9 1HL
E-mail address	██████████@kent.pnn.police.uk
Telephone Number:	01843 ██████████

The Chief Officer of Police has received a Temporary Event Notice under Section 100 Licensing Act 2003, and under Section 104 of that Act, asks the Licensing Authority to consider this objection in respect of the prevention of crime and disorder objective.

Details of Temporary Event	
Date(s) of event	29/04/2017 30/04/2017
Licensable activities proposed	Regulated Entertainment Late Night Refreshment Sale by Retail of Alcohol
Hours of licensable activities	0200 – 0600
Name of Premises:	Dreamland
Address of premises:	49 Marine Terrace Margate Kent Police CT9 1XJ
Date and time TEN received by police	21/02/2017
Date and time objection notice given to Licensing Authority and the premises user	23/02/2017

Due to the circumstances of this case, I am satisfied that allowing the premises to be used in accordance with the notice would undermine the crime prevention objective because

The Police are objecting to the TENs application to extend the hour hours from 0200 to 0600 hours. For The sale by retail of alcohol, The provisions of regulated entertainment and The provisions of late night refreshments at Dreamland.

This is for the early hours on Saturday 29th and early hours of Sunday 30th
The Police feel this TENs does not support the licencing objectives of
Prevention of crime,
Prevention of disorder and
Prevention of public nuisance.

The Police do not support the TENs for the event to run to 0600 hours from the Friday and Saturday evening. The event has already been advertised and sold tickets to this time.

The police have had a specifically arranged team which has been put together to target the ongoing issues in the immediate and surrounding areas where this premises sits. Margate Task Force is responsible for this area and used to resolve ongoing ASB, crime and disorder issues specifically. To allow the hours the premises are asking for has cause for concern that they will add to the ongoing issues in the area.

The event described by the applicant does not support in the Police's opinion the need to have these late hours. How are people going to be managed in leaving in the early hours? Has any consideration for taxis or transportation for them to make their way home. How is the issue of potential drink driving going to be tackled?

There is no mention on how many SIA and staff are going to be on duty considering they have asked the TENs to support the maximum of 400.

Because of these reasons the Police do not support this application.

Please use separate sheets where necessary

Suggested modifications that could be added to the temporary event notice to remedy the objection or other suggestions the Licensing Sub Committee may take into account:

Please use separate sheets where necessary. Consider s106 Licensing Act 2003.

The Police are aware that the applicant has agreed a few conditions with Environmental Health. For this event.

A requirement to understand how many SIA and staff are going to be on duty to allow the maximum number of patrons to be known.

No tickets to be sold in line with the condition agreed with EHO that no admittance after 0000 hours on both evenings.

Patrons to only leave the Ballroom in case of emergency, to leave to have a cigarette without any drink or to leave the event. No patron to be free to walk around the building area in any other circumstances.

The event to be allowed to run to 0300 hours. So a one hour extension on the existing licence.

Signed:
Print name: PC Darren Dennett

Date: 23/02/2017
Force Number: [REDACTED]

Memo



Date: 23rd February 2017
To: Philip Bensted, Thanet District Council Licensing Department
Ref: WK/201707142
Re: TEN application – Dreamland – 24th & 25th April 2017 – Hipsville-a-go-go

On review this is a ten application for an extension in hours from 02:00am until 06:00am. I have discussed this with the applicant and agreed the following conditions for the operation of the TEN:

1. After 02:00am alcohol that is purchased at the premises shall not leave the internal parts of the premises. This shall result in patrons that leave the premises temporarily after 02:00am to smoke having their drinks removed from them.
2. There shall be no new admittance to patrons after midnight. This shall result in Patrons that leave the premises being refused remittance after midnight.
3. Until 11pm the maximum noise level shall not exceed background noise level (L90A, 15min) by more than 5dB at one metre from the façade of any noise sensitive premises.
4. 11pm to 6am inaudibility.
5. The background noise level (L90, 15min Linear for the one third octave band levels of 50 to 160 Hz and the overall linear noise level), as measured at one metre from the façade of any noise sensitive premises with amplified music and/or vocals switched off, shall not be increased when the music or vocals are played at the typically highest level and a measurement is repeated in L90 Linear at the same position over any five minute period, with the music, vocals and current background noise measured together.

Kind regards,

Christopher Brown - **Environmental Protection Officer**

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Thanet District Council
Part A
Premises Licence

Premises licence number

LN/201600141

Premises details

Postal address of premises, or if none, ordnance survey map reference or description	
Dreamland (Buildings and Transit Area) Hall by the Sea Road	
Post town	Post code
Margate, Kent	CT9 1XJ
Telephone number	
01843 [REDACTED]	

Where the licence is time limited the dates

None

Licensable activities authorised by the licence

THE MAXIMUM NUMBER OF PERSONS IN ATTENDANCE AT ANY ONE TIME SHALL NOT EXCEED 9,999

- 1) Plays (indoors), films (indoors), indoor sporting events, boxing or wrestling (indoors), live music (indoors), recorded music (indoors), performances of dance (indoors), anything of a similar description (indoors), supply of alcohol (on the premises)
- 2) Late night refreshment (indoors)

The times the licence authorises the carrying out of licensable activities

- 1) 9am to 2am daily
- 2) 11pm to 2.30am daily

The opening hours of the premises

9am to 2.30am daily

Where the licence authorises supplies of alcohol whether these are on and/or off supplies

On the premises only

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence

Licensed Support Services Ltd
Sandpit House, Toothill Road, Romsey, Hants SO51 9LN
[REDACTED]

Registered number of holder, for example company number, charity number (where applicable)

7725385

Name, address and telephone number of designated premises supervisor where the premises licence authorises the supply of alcohol

Ms Jennifer Debnam
[REDACTED] Kent Road, Gravesend, Kent DA11 0SY
01843 [REDACTED]

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol

GM/PER/16/0010

Gravesham Council

Issued on the 15 August 2016

To commence on the 09 March 2016

Regulatory Services Manager _____
[REDACTED]

Annex 1 – Mandatory conditions

No supply of alcohol may be made under the premises licence:-

- a) At a time when there is no designated premises supervisor in respect of the premises licence, or**
- b) At a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended**

Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.

Films

The admission of children (persons under 18 years) to the exhibition of any film is restricted in accordance with any recommendation of the British Board of Film Classification (BBFC) or the Licensing Authority.

Where a film exhibition has not been classified, the licence holder will certify to the Licensing Authority that an assessment of the suitability of the film for exhibition to children, in accordance with the BBFC Guidelines has been carried out, and that this has been confirmed by the Licensing Authority, in writing, prior to public viewing.

Any Door Supervisor employed at the premises will be licensed under the Private Security Industry Act 2001.

1. (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.

(2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises—

(a) games or other activities which require or encourage, or are designed to require or encourage, individuals to—

(i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or

(ii) drink as much alcohol as possible (whether within a time limit or otherwise);

(b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;

(c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;

(d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;

(e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).

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

3. (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.

(2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.

(3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either—

(a) a holographic mark, or

(b) an ultraviolet feature.

4. The responsible person must ensure that—

(a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—

(i) beer or cider: ½ pint;

(ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and

(iii) still wine in a glass: 125 ml;

(b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and

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

5. (1) A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.

(2) For the purposes of the condition set out in paragraph 1 –

a) “duty” is to be construed in accordance with the Alcoholic Liquor Duties Act 1979

b) “permitted price” is the price found by applying the formula –

$$P = D + (D \times V)$$

where -

- i. P is the permitted price,
- ii. D is the rate of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and

- iii. V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;

(c) “relevant person” means, in relation to premises in respect of which there is in force a premises licence –

- i. The holder of the premises licence,
- ii. The designated premises supervisor (if any) in respect of such a licence, or
- iii. The personal licence holder who makes or authorises a supply of alcohol under such a licence;

(d) “relevant person” means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and

(e) “value added tax” means value added tax charged in accordance with the Value Added Tax Act 1994.

Annex 2 – Conditions consistent with the operating Schedule

1. Suitable lighting shall be a permanent fixture during opening hours.
2. CCTV shall be installed, working and maintained with 30 day rolling recording. Recordings shall be made available to the Police and Licensing Authority upon request if required. Licensed area covered and entrance/exit covered at a minimum, in agreement, with the Police and Local Authority.
3. Only a clearly defined area on the agreed plan will be licensed outside in the Transit Area, allowing alcohol to be consumed when purchased from the Dreamland buildings. This area shall not exceed 120 square metres and must be joined to one of the sets of doors from the building to the transit area. No drinks will be allowed to leave the outside area and clear signage shall be displayed.
4. Other than the clearly defined agreed area, no alcohol can be consumed in the Transit Area.
5. A copy of the premises licence shall be displayed for the building at the Roller Disco.

6. All staff shall undertake suitable training to fully support the licensing objectives and accurate written records shall be kept of training taken. Training to include the following subjects:
 - a. Prohibition of sales to persons appearing to be drunk or underage,
 - b. Challenge 25 scheme and asking of identification,
 - c. Refusal of service and recording of refusals either via till or written record.

This information shall be made available to the Police or Licensing Authority upon request.

7. Written names of all staff who have been authorised to sell alcohol and who they have been trained by shall be displayed behind each bar.
8. The outside area cannot be used as a linking point between the park and the building to allow free movement of alcohol.
9. When alcohol is purchased and consumed in the buildings, all drinks shall be served in government approved toughened glass.
10. A minimum of one personal licence holder on duty during all licensable activity.
11. When the Police request extra SIA staff on duty due to Police intelligence this will be implemented.
12. SIA Staff

a) During Off Peak Season

- i. 1 x SIA staff by Hall by the Sea Road entrance 9pm to close every Thursday, Friday and Saturday
- ii. 1 x SIA staff at Scenic Railway/car park entrance 8pm to close every evening.
- iii. If premises closed by 10pm then SIA staff will not be required from 8pm or 9pm.
- iv. All SIA shall to be in place if a ticketed event taking place beyond 10pm.
- v. If open beyond 10pm and either the Hall by the Sea Road entrance or the Scenic Railway entrance is closed after this time then the SIA staff can stand down from that position.

b) During Peak Season

- i. 1 x SIA staff patrolling Buildings and Transit Area during times when alcohol is to be sold.
- ii. 1 x SIA staff at Scenic Railway/car park entrance 8pm to close.
- iii. 1 x SIA staff at Hall by the Sea Road entrance 9pm to close.

- iv. All SIA shall to be in place if a ticketed event taking place beyond 10pm.
- 13. Suitable lighting upon closure to clearly identify the end of any licensable activity and support the egress of patrons.
- 14. No licensable activity is allowed in the Arcade and Octopus's Garden.
- 15. When not in use the doors to the Ballroom shall remain securely locked.
- 16. A member of staff to monitor Hall by the Sea Road entrance/exit to ensure no alcohol leaves the premises.
- 17. This licence and the premises licence number LN/201600183 relating to Dreamland (Theme Park and Event Space) share SIA security staff. During the times that alcohol is available, body worn cameras shall be worn on up to six SIA security staff across the two licensed areas.
- 18. The premises shall, in conjunction with the Police and Licensing Authority, adopt a zero tolerance drugs policy and a search policy in promotion of the licensing objectives. This policy shall also include a zero tolerance approach to new psychoactive substances (NPS), more commonly known as legal highs, and Nitrous Oxide. Neither shall be allowed on any part of the site and persons stopped with substances shall be dealt with robustly.
- 19. A drugs box shall be kept in the main office and only the Police shall have the key to open the box.
- 20. By the second day at the beginning of every month a list of planned events that fall out of normal day to day business, like a ticketed event, to be sent to the Police Licensing Officer, Police Events team, Thanet District Council events team and Thanet District Council Licensing via email.
- 21. No Off Sales.
- 22.
 - a. Until 11pm the maximum noise level shall not exceed background noise level (L90A, 15min) by more than 5dB at one metre from the façade of any noise sensitive premises.
 - b. 11pm to 2am inaudibility.
 - c. The background noise level (L90, 15min Linear for the one third octave band levels of 50 to 160 Hz and the overall linear noise level), as measured at one metre from the façade of any noise sensitive premises with amplified music and/or vocals switched off, shall not be increased when the music or vocals are played at the typically

**highest level and a measurement is repeated in L90
Linear at the same position over any five minute period,
with the music, vocals and current background noise
measured together.**

**Annex 3 – Conditions attached after a hearing by the Licensing
Authority**

None

Annex 4 – Plans

Plans considered March 2016

THANET DISTRICT COUNCIL DECLARATION OF INTEREST FORM

Do I have a Disclosable Pecuniary Interest and if so what action should I take?

Your Disclosable Pecuniary Interests (DPI) are those interests that are, or should be, listed on your Register of Interest Form.

If you are at a meeting and the subject relating to one of your DPIs is to be discussed, in so far as you are aware of the DPI, you **must** declare the existence **and** explain the nature of the DPI during the declarations of interest agenda item, at the commencement of the item under discussion, or when the interest has become apparent

Once you have declared that you have a DPI (unless you have been granted a dispensation by the Standards Committee or the Monitoring Officer, for which you will have applied to the Monitoring Officer prior to the meeting) you **must**:-

1. Not speak or vote on the matter;
2. Withdraw from the meeting room during the consideration of the matter;
3. Not seek to improperly influence the decision on the matter.

Do I have a significant interest and if so what action should I take?

A significant interest is an interest (other than a DPI or an interest in an Authority Function) which:

1. Affects the financial position of yourself and/or an associated person; or Relates to the determination of your application for any approval, consent, licence, permission or registration made by, or on your behalf of, you and/or an associated person;
2. And which, in either case, a member of the public with knowledge of the relevant facts would reasonably regard as being so significant that it is likely to prejudice your judgment of the public interest.

An associated person is defined as:

- A family member or any other person with whom you have a close association, including your spouse, civil partner, or somebody with whom you are living as a husband or wife, or as if you are civil partners; or
- Any person or body who employs or has appointed such persons, any firm in which they are a partner, or any company of which they are directors; or
- Any person or body in whom such persons have a beneficial interest in a class of securities exceeding the nominal value of £25,000;
- Any body of which you are in a position of general control or management and to which you are appointed or nominated by the Authority; or
- any body in respect of which you are in a position of general control or management and which:
 - exercises functions of a public nature; or
 - is directed to charitable purposes; or
 - has as its principal purpose or one of its principal purposes the influence of public opinion or policy (including any political party or trade union)

An Authority Function is defined as: -

- Housing - where you are a tenant of the Council provided that those functions do not relate particularly to your tenancy or lease; or
- Any allowance, payment or indemnity given to members of the Council;
- Any ceremonial honour given to members of the Council
- Setting the Council Tax or a precept under the Local Government Finance Act 1992

If you are at a meeting and you think that you have a significant interest then you **must** declare the existence **and** nature of the significant interest at the commencement of the

matter, or when the interest has become apparent, or the declarations of interest agenda item.

Once you have declared that you have a significant interest (unless you have been granted a dispensation by the Standards Committee or the Monitoring Officer, for which you will have applied to the Monitoring Officer prior to the meeting) you **must:-**

1. Not speak or vote (unless the public have speaking rights, or you are present to make representations, answer questions or to give evidence relating to the business being discussed in which case you can speak only)
2. Withdraw from the meeting during consideration of the matter or immediately after speaking.
3. Not seek to improperly influence the decision.

Gifts, Benefits and Hospitality

Councillors must declare at meetings any gift, benefit or hospitality with an estimated value (or cumulative value if a series of gifts etc.) of £25 or more. You **must**, at the commencement of the meeting or when the interest becomes apparent, disclose the existence and nature of the gift, benefit or hospitality, the identity of the donor and how the business under consideration relates to that person or body. However you can stay in the meeting unless it constitutes a significant interest, in which case it should be declared as outlined above.

What if I am unsure?

If you are in any doubt, Members are strongly advised to seek advice from the Monitoring Officer or the Democratic Services and Scrutiny Manager well in advance of the meeting.

DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS, SIGNIFICANT INTERESTS AND GIFTS, BENEFITS AND HOSPITALITY

MEETING

DATE..... **AGENDA ITEM**

DISCRETIONARY PECUNIARY INTEREST

SIGNIFICANT INTEREST

GIFTS, BENEFITS AND HOSPITALITY

THE NATURE OF THE INTEREST, GIFT, BENEFITS OR HOSPITALITY:

.....
.....
.....

NAME (PRINT):

SIGNATURE:

Please detach and hand this form to the Democratic Services Officer when you are asked to declare any interests.