

5xm 04088888944  
£315 062590



ANNEX 1 11  
Press 0111



**York**  
**Application for a premises licence**  
**Licensing Act 2003**

For help contact  
[licensing.unit@york.gov.uk](mailto:licensing.unit@york.gov.uk)  
Telephone: 01904 552512

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

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

Are you an agent acting on behalf of the applicant?  
☒ Yes ☐ No Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

**Applicant Details**

\* First name

\* Family name

\* E-mail

Main telephone number  Include country code.

Other telephone number

☐ Indicate here if the applicant would prefer not to be contacted by telephone

Is the applicant:

- ☒ 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 the applicant is applying so the applicant can be employed, or for some other personal reason, such as following a hobby.

**Applicant Business**

Is the applicant's business registered in the UK with Companies House? ☒ Yes ☐ No

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

Registration number

Business name  If the applicant's business is registered, use its registered name.

VAT number   Put "none" if the applicant is not registered for VAT.

Legal status

**Continued from previous page...**

Applicant's position in the business

licence Holder

Home country

United Kingdom

The country where the applicant's headquarters are.

**Registered Address**

Address registered with Companies House.

Building number or name

5

Street

New Street Square

District

City or town

London

County or administrative area

Postcode

EC4A 3TW

Country

United Kingdom

**Agent Details**

\* First name

Angela

\* Family name

Message

\* E-mail

angela.message@keystonelaw.co.uk

Main telephone number

020 3319 3700

Include country code.

Other telephone number

07504 975033

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

Are you:

☒ An agent that is a business or organisation, including a sole trader

A sole trader is a business owned by one person without any special legal structure.

☐ A private individual acting as an agent

**Agent 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

046507803

Business name

Keystone Law Limited

If your business is registered, use its registered name.

VAT number

GB

200730272

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.

**Agent 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

Try Market Halls York Limited

#### Details

Registered number (where applicable)

10837321

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

**Continued from previous page...**

Private Limited Company

**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  /  /   
dd mm yyyy

\* Nationality

Documents that demonstrate entitlement to work in the UK

**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.

Contemporary Food Hall and Market on ground and basement floor as set out more particularly in the plan (see presentation and Operating Management Plan)

**Continued from previous page...**

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

## Section 6 of 21

### PROVISION OF PLAYS

See guidance on regulated entertainment

Will you be providing plays?

☒ 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 performance of a play 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.

**Continued from previous page...**

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.

State any seasonal variations for performing plays

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 a play 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.

All licensable activities shall be extended from the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.

An additional hour to the standard and non-standard times on the day when British Summertime commences.

**Section 7 of 21**

**PROVISION OF FILMS**

See guidance on regulated entertainment

Will you be providing films?

☒ Yes ☐ No

**Standard Days And Timings**

**MONDAY**

Start

End

Start

End

**TUESDAY**

Start

End

Start

End

**WEDNESDAY**

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...

THURSDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text" value="07:00"/>	End	<input type="text" value="00:00"/>

FRIDAY

Start	<input type="text" value="00:00"/>	End	<input type="text" value="00:30"/>
Start	<input type="text" value="07:00"/>	End	<input type="text" value="00:00"/>

SATURDAY

Start	<input type="text" value="00:00"/>	End	<input type="text" value="00:30"/>
Start	<input type="text" value="07:00"/>	End	<input type="text" value="00:00"/>

SUNDAY

Start	<input type="text" value="00:00"/>	End	<input type="text" value="00:30"/>
Start	<input type="text" value="07:00"/>	End	<input type="text" value="23:00"/>

Will the exhibition of films 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.

State any seasonal variations for the exhibition of film

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 exhibition of film 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.

All licensable activities shall be extended from the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.

An additional hour to the standard and non-standard times on the day when British Summertime commences.

**Section 8 of 21**

**PROVISION OF INDOOR SPORTING EVENTS**

See guidance on regulated entertainment



*Continued from previous page...*

Will you be providing indoor sporting events?

☐ Yes

☒ No

### 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?

☒ 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 performance of live 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.

State any seasonal variations for the performance of live 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 performance of live 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.

All licensable activities shall be extended from the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.

An additional hour to the standard and non-standard times on the day when British Summertime commences.

## 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

TUESDAY

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...

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.

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.

All licensable activities shall be extended from the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.

An additional hour to the standard and non-standard times on the day when British Summertime commences.

Continued from previous page...

## 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

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 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.

Continued from previous page...

FRIDAY

Start 00:00

End 00:30

Start 07:00

End 00:00

SATURDAY

Start 00:00

End 00:30

Start 07:00

End 00:00

SUNDAY

Start 00:00

End 00:30

Start 07:00

End 23:00

Give a description of the type of entertainment that will be provided

Will this entertainment 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.

State any seasonal variations for entertainment

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 entertainment 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.

All licensable activities shall be extended from the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.

An additional hour to the standard and non-standard times on the day when British Summertime commences.

**Section 14 of 21**

**LATE NIGHT REFRESHMENT**

Continued from previous page...

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.

All licensable activities shall be extended from the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.

An additional hour to the standard and non-standard times on the day when British Summertime commences.

### 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

#### 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

**Continued from previous page...**

Will you be providing late night refreshment?

☒ 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 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.

**Continued from previous page...**

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 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.

From 23:00 on New Year's Eve to 05:00 on New Year's Day.

An additional hour to the standard and non-standard times on the day when British Summertime commences.

## 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



Continued from previous page...

SATURDAY

Start

End

Start

End

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.

All licensable activities shall be extended from the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.

An additional hour to the standard and non-standard times on the day when British Summertime commences.

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

/  /   
dd mm yyyy

*Continued from previous page...*

**Enter the contact's address**

Building number or name	<input type="text"/>
Street	<input type="text"/>
District	<input type="text"/>
City or town	<input type="text"/>
County or administrative area	<input type="text"/>
Postcode	<input type="text"/>
Country	<input type="text" value="United Kingdom"/>
Personal Licence number (if known)	<input type="text"/>
Issuing licensing authority (if known)	<input type="text"/>

**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.

None

**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"/>	End	<input type="text"/>
Start	<input type="text" value="07:00"/>	End	<input type="text" value="23:30"/>

**WEDNESDAY**

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text" value="07:00"/>	End	<input type="text" value="23:30"/>

**THURSDAY**

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text" value="07:00"/>	End	<input type="text" value="00:00"/>

**FRIDAY**

Start	<input type="text" value="00:00"/>	End	<input type="text" value="01:00"/>
Start	<input type="text" value="07:00"/>	End	<input type="text" value="00:00"/>

**SATURDAY**

Start	<input type="text" value="00:00"/>	End	<input type="text" value="01:00"/>
Start	<input type="text" value="07:00"/>	End	<input type="text" value="00:00"/>

**SUNDAY**

Start	<input type="text" value="00:00"/>	End	<input type="text" value="01:00"/>
Start	<input type="text" value="07:00"/>	End	<input type="text" value="23:30"/>

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 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.

All opening hours shall be extended from the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.

An additional hour to the standard and non-standard times on the day when British Summertime commences.

**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.

Please see Operating management plan, Presentation and Proposed Conditions accompanying the application.

b) The prevention of crime and disorder

Please see Operating management plan, Presentation and Proposed Conditions accompanying the application.

c) Public safety

Please see Operating management plan, Presentation and Proposed Conditions accompanying the application.

d) The prevention of public nuisance

Please see Operating management plan, Presentation and Proposed Conditions accompanying the application.

e) The protection of children from harm

Please see Operating management plan, Presentation and Proposed Conditions accompanying the application.

**Section 19 of 21**

**NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK**

**Continued from previous page...**

[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 my 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).

☒ 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

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/york/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

Fee paid

Payment provider reference

ELMS Payment Reference

Payment status

Payment authorisation code

Payment authorisation date

Date and time submitted

Approval deadline

Error message

Is Digitally signed

☐

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



## FOOD MARKET HALLS - A WORLDWIDE PHENOMENON





## MARKET HALL'S BACKGROUND



Our mission: to bring back unloved or under utilised local spaces by providing exciting & inclusive dining served to a backdrop of cultural experiences as a social hub



Offering an alternative trading option to support and grow local independents in these challenging times with ever increasing costs, rents & rates



Providing a platform of quality & professionalism to reach the public with minimum capital outlay & maximum return



Our first London site opened in Fulham with new flagship Victoria opening this October followed by Oxford Circus in Spring 2019. Further iconic sites planned in cities across the country starting with York

## WHY YORK?



**Magnet city for  
independent food  
and drink**

**Biggest food & Drink  
Festival in the UK. In the  
heart of Yorkshire rich  
with local produce**

**High potential,  
limited competition  
offering this choice and  
sophistication in the city  
centre under one roof**

**Voted best place  
to live in the UK-  
Sunday Times  
2018**

## WHY STONEBOW?



**Very limited units  
of this size in York**

**Blank canvas,  
open plan space**

**Ideal location between  
the independent streets  
of Foss Gate, Hungate,  
The Shambles and the  
high street retail core.**

**Accessible to  
visitors and locals  
alike**



## **COMMUNITY**

### **Growing Independent Businesses**

9 of the very best up and  
coming local chefs and  
restaurateurs.

### **Employment**

25 Market Hall Staff including  
Managers  
Plus  
12 Kitchen Porters  
5 Night Cleaners  
63 Kitchen Trader Staff

### **Expertly Managed**

Thorough delivery of  
procedures agreed with  
internal and external  
stakeholder community to  
smoothly manage all  
aspects.

## COMMUNITY & STAKEHOLDER ENGAGEMENT

MARKET HALLS ARE A PRODUCT OF THE REGION NOT A BRAND IMPOSED UPON A CITY			
ECONOMY	EDUCATION	PLACE MAKING	STAKEHOLDERS
<p>A platform for local emerging talent or local celebrity chefs</p> <p>An incubator, MH removes barriers of entry and stigma of failure</p> <p>New employment opportunities</p> <p>Market Halls is a tourist attraction</p> <p>Kitchen profits and expenditure circulate in the local economy supporting local food industry</p>	<p>Formal: links to local catering colleges and primary school visits</p> <p>Informal: open demonstrations or with partners targeted at disadvantaged groups low incomes, taste for cancer sufferers etc</p> <p>Mass-support public sector healthy eating lifestyle initiatives and other campaigns</p>	<p>An inherently social activity an alternative F&amp;B offer increasing dwell time</p> <p>Strengthen/ widen evening economy food not drink led. Attractive to wide range of groups</p> <p>Adds vibrancy with an evolving on trend kitchen lineup. Kitchens from the locality - not brands</p> <p>A route to prime property for independents. Expressing the regions culture and heritage</p> <p>MH is a meeting place, an events space part of the cultural sporting and festival programme of the city</p>	<p>MH will reach out to the regional agricultural fisheries and food production industries</p> <p>Involve itself with the Local BIDs EPs Chamber of Commerce and support Purple Flag initiatives</p> <p>Work with Health and Education Authorities</p> <p>Tourism and events organisers</p>
<p><b>MARKET HALLS WILL IMPACT UPON LOCAL PEOPLE CREATING EMPLOYMENT, TRAINING, EDUCATION AND ENCOURAGING HEALTHY LIFESTYLES; IT WILL BE PART OF THE SOCIAL FABRIC, ACCESSIBLE TO ALL AND ENHANCE THE CITY CENTRE.</b></p>			

## A STAGE FOR INDEPENDENTS

We are seeking out the best local independent businesses to collaborate & grow with

We are looking for independence, quality, innovation & passion to create the very best local dining experience

We are selecting traders from York and Yorkshire who provide the most compelling mix of local dishes with a broad family appeal



## STONEBOW YORK – SITE HISTORY



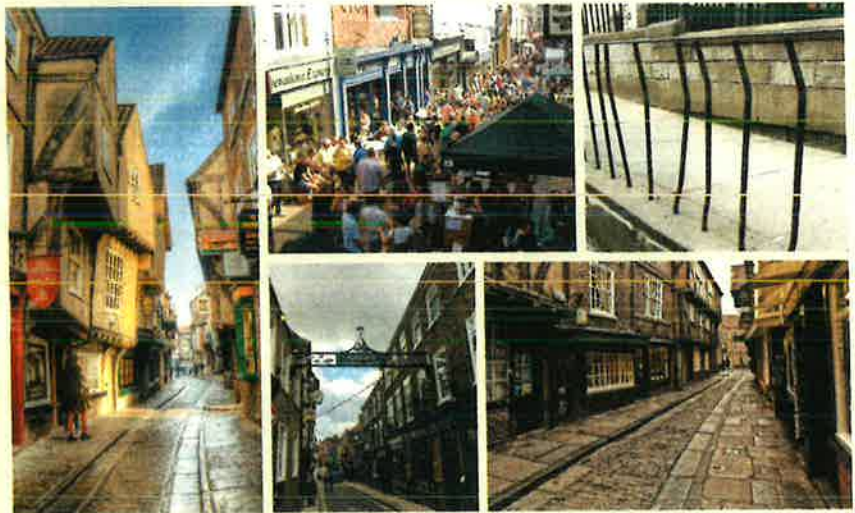


## YORK - INFLUENCES IN DESIGN

York, with its famously crooked buildings that stoop under the weight of their history, the uneven cobbled floors, the playfully distorted railings and the heritage rich, characterful Roman wall all work together and provide an unbalanced landscape.

The design will be influenced by the city and reference our neighbours 'The Shambles' as we seek to encourage discovery, something that York is renowned for.

The discovery of the best of York cuisine at each of the kitchens creates movement and interest.





## GROUND FLOOR STYLE



## BASEMENT STYLE



## **LICENCE APPLICATION**

### **Existing Licence**

There are two existing premises licences:

- Duchess (Licence CYC -009129) – authorises sale of alcohol to 3.30am, closing at 4am
- Havana (CYC – 013040) – authorises sale of alcohol to 2am, closing at 2.30am

Try Market Halls will surrender both these two late night nightclub licences if the new food court only use licence is granted.

### **New Licence Application**

- Revised Hours following consultation
- Extensive control measures to prevent nuisance and crime and disorder
- Offer facilities to meet with local residents regularly to deal with all issues around Stonebow and surrounding streets
- Direct contact details for management
- Detailed Operating Management plan to be implemented that will be revised from time to time as best practices develop

## **EXAMPLES OF OTHER TRY MARKET HALLS**

## MARKET HALL FULHAM

Affluent area with massive passing footfall daily & close to Chelsea football ground

10,000 sq ft of open plan space

Opening Monday to Sunday 08:00 - 23:00

Space for 9 traders

1 Try Market Halls Bar

Opened May 2018



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## FULHAM LOCAL APPROACH

"I found Try's attentive approach with local stakeholders very refreshing. They really went out of their way to make sure the Market Hall fitted into Fulham, respecting the heritage of an important building and giving opportunity to local independents. They have ensured it is professionally run and are certainly a good neighbour to residents who are pleased that this new venture has come to Fulham Broadway."

**Councillor Andrew Jones**  
Cabinet Member, Economy and Arts,  
Hammersmith and Fulham Council





## MARKET HALL FULHAM



## MARKET HALL FULHAM





## MARKET HALL VICTORIA

The former Pacha/SW1 night club.  
Historically the ticket hall for the  
district line

Prime location by Victoria Station

14,000 sq ft over two floors  
with roof terrace

Opening Monday to Sunday  
08:00 - 00:00

Space for 12 kitchens

Try Market Halls Bar

Opens October 2018



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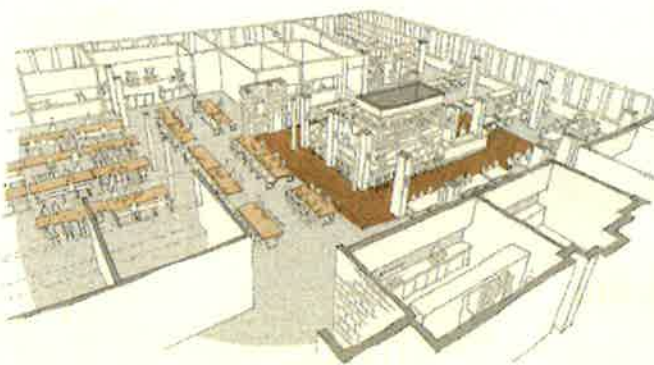
## VICTORIA LOCAL APPROACH

"I would like to record my support for this application. I believe that it will be an improvement on what was there before. The proposals will mean the food and beverage "offer" is expanded in the Victoria area and will attract more families. I believe the applicant from what he has told me wishes to bring the building back to its former glory."

**Councillor Nickie Alken**  
Leader of Westminster City Council



## MARKET HALL WEST END



**38,000 SQ FT · 18 KITCHENS · TRY MARKETS BAR · OVER 3 FLOORS · COMPLIMENTARY RETAIL & LEISURE OFFER  
OPENS SPRING 2019**



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**PLEASE SEE ATTACHED  
OPERATIONAL MANAGEMENT STATEMENT**

-  
**THANK YOU**

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# **Stonebow House – Market Hall**

## **Proposed Conditions**

### **Conditions previously proposed:**

1. The premises shall not operate as a night club
2. The provision of licensable activities shall be ancillary to the use of the premises as a Market Hall and food court at all times
3. The premises shall operate in accordance with an Operating Management Statement (OMS) a copy of which is supplied in writing to the licensing authority and the police. The OMS may be subject to amendment as best practices develop and any amendments must be notified to the licensing authority and police in advance.
4. This licence excludes 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.
5. Staff will be trained in relation to the four licensing objectives.
6. Steps will be taken to ensure that fire exits are clearly indicated and kept clear of obstruction at all times.
7. Any firefighting equipment will be regularly serviced and maintained at all times.
8. Staff training will be carried out in order to prevent underage sales.
9. Digital colour CCTV will be installed to cover the premises and will include all areas to where the public have access to consume alcohol and where licensable activities are undertaken.
10. CCTV will be maintained, working and recording at all times when the premises are open.
11. CCTV recordings shall be of an evidential quality in all lighting conditions and will be of sufficient quality to be produced in court or other such hearing.
12. Copies of the recordings will be kept available for any responsible authority for 28 days.
13. Copies of the recordings will display the correct time and date of the recording.
14. A member of staff trained to use the CCTV system shall be on duty at all times so as to ensure the recorded images are made available for inspection and downloading immediately upon request to any responsible authority.
15. All images downloaded from the CCTV system must be provided in a format that can be viewed on readily available equipment without the need for specialist software.
16. Clear notices shall be prominently displayed requesting customers to leave the premises and area in a quiet and orderly manner
17. Documented staff training will be given regarding the retail sale of alcohol; the conditions attached to the premises licence; and the opening times of the venue.

18. Such records (referred to in condition 17) shall be kept for at least one year and they will be made available immediately upon a reasonable request from any responsible authority.
19. A Refusals Register and Incident Report Register will be kept. Such documents will record incidents of staff refusals to under-age or drunk people as well as incidents of any anti-social behaviour and ejections from premises.
20. Both documents (referred to in condition 19) shall be kept for at least one year and they will be made available immediately upon a reasonable request from any responsible authority.
21. The venue shall partake in the York Night-time economy radio system (if required).
22. All doors and windows shall be closed when regulated entertainment is provided after 2300 hours each night (except for ingress and egress).
23. Clear signage shall be displayed requesting that customers respect local residents and to leave the premises quietly.
24. A documented noise management plan shall be submitted to and approved by the City of York Council within two months of the licence being granted, once approved it shall be implemented. The noise management plan will also include a procedure for investigating noise complaints.
25. Bottle bins are only to be emptied in line with Stonebow House refuse policy.
26. A Challenge 25 proof of age scheme shall be operated where the only acceptable forms of identification are recognised photographic identification cards, such as a driving licence, passport or proof of age card with the PASS Hologram.
27. Substantial food and non-intoxicating beverages, including drinking water, shall be available in all parts of the premises where alcohol is sold or supplied for consumption on the premises.
28. No noise generated on the premises, or by its associated plant or equipment, shall emanate from the premises nor vibration be transmitted through the structure of the premises which gives rise to a nuisance.
29. A noise limiter must be fitted to the musical amplification system
30. During the hours of operation of the premises, the licence holder shall ensure sufficient measures are in place to remove and prevent litter or waste arising or accumulating from customers in the area immediately outside the premises, and that this area shall be swept and or washed, and litter and sweepings collected and stored in accordance with the approved refuse storage.

## **Stonebow House – Market Hall**

### **Operational Management Statement**

*(APPLICATION v.18.10.18)*

Food market halls are an established global trend. Whilst familiar to tourists from North America and many Western European capital cities the concept is now emerging in the UK. The Market Hall will respond to the rhythms and requirements of the locality, taking into account a diverse range of stakeholders including local residents, shoppers, office workers, tourists and leisure users.

The Market Hall will be welcoming to all, it will be a destination in its own right exposing and celebrating the UK's food industry, with a particularly local York and Yorkshire focus, as well as its culinary talent and traditions.

It will be supported by a programme of educational/creative activities or workshops, and a changing lineup of kitchen operators and guest chefs will ensure the Market Hall remains on trend to locals and visitors alike.

Such a dynamic venue requires detailed and considered management. Our core values of: excellence; innovation; provenance; and quality of service will be applied to every aspect of our operations.

#### **Introduction**

This Operational Management Statement (OMS) prepared by Try Market Halls Limited (MH) provides details of the proposed development and the active management that will be put in place to ensure that the premises operates efficiently, effectively, and meets the dual objectives of commercial viability and serving the interests of the local community who will be our primary customer base.

These management practices will form part of the Kitchen Service Providers Handbook. This will provide all Income Revenue Sharing Service Providers (The Kitchens) with information and guidance on the operation and day to day running of the development. The policies contained in this statement will be subject to ongoing review by MH in consultation with Fire, Police, licensing and Local Authorities, and the local community in order to ensure the implementation of best practice. Therefore this OMS will be a living document that will contain the best management practices.

MH onsite management will be responsible for the day-to-day management of the Market Hall and will wherever practical render assistance or advice to The Kitchens.

## **Outline of Trading Concept**

The Market Hall York is a food rather than drink led concept. (In our Fulham, West London location, food sales represents over 70% by turnover, the remainder comprises soft drinks, hot drinks and alcohol sales). We focus on fresh food served from a mix of kitchens. MH aim to provide a food focused experience, covering a wide range of global cuisines offering small menus to maintain high quality at low prices allowing the market hall to be accessible. An inherently social food destination that is designed to appeal to all age groups as well as families.

Provenance and quality are of paramount importance. Fresh produce will be delivered daily, food will be cooked on demand, on the premises, and in sight of the customers.

The kitchens will vary from renowned regional chefs showcasing signature dishes from leading restaurants to emerging local talent opening their first permanent venue.

MH will constantly evolve and rotate operators to pioneer new food trends and ensure a dynamic and progressive offer throughout the lease term. It will have an independent rather than chain culture.

The Market Hall will offer breakfast, lunch and dinner options in order to attract visitors throughout the hours of operation. Offering a broad range of choice, it will appeal to different people for different reasons, providing flexibility in terms of duration of stay, range of cuisines and price points.

## **Customer Journey**

Market Halls do not operate like traditional restaurants with allocated tables, single menus and waiter service.

Market Halls are attractive to all sizes and mix of groups irrespective of age, gender, wealth, ethnicity or dietary preferences. Within a group, children may select plain options whereas adults may choose more sophisticated food; each individual orders and pays for their food or refreshments and are able to adjust to their own budget; some may prefer vegetarian or vegan options or fish rather than meat. Others may seek to leave earlier than the remainder of the group - there is no need to wait for "the bill".

The kitchens immediately at the Whip-ma-whap-ma-gate entrance will open early in the day around 0730 to provide a breakfast and "grab and go" option typically for office workers and local residents.

The central core area of the market hall will be used between 0800 and 1000 to facilitate the deliveries for the day and will open to the public around 1100 for the service of food and refreshments.



The Kitchens are positioned around the periphery of the building around a central communal seating area.

The kitchens each present a limited menu of starter and main courses; short menus encourage fresh food cooked on demand.

### **Operational Structure**

The kitchens will be occupied under Concession Agreements by chefs ranging from local food heroes to emerging talent reflecting a range of global and local cuisines. MH agree with each Kitchen their list of protected signature dishes- and preclude all other kitchens from duplication. There will be strict agreements in place controlling how the concessions must operate and this will be strictly monitored.

There will be an ancillary bar at the Service Counter. MH itself will sell alcohol, to ensure control and promotion of the licensing objectives. The bar will be directly managed by MH who will hold the premises licence and ensure all staff are fully trained to comply with the licence conditions. They will provide drinking water and ice making facilities. No alcohol will be sold by the concessions themselves. This enables MH to keep complete control of alcohol provision in a responsible manner.

As in our other locations, the price point of all alcoholic drinks on sale at Market Hall will be set at the premium end to ensure that the bar is not attractive to individuals or groups looking to get drunk cheaply, or at all. For example, our cheapest craft beers and ciders cost £5 per pint, which is double the price available in some local pubs. Our focus is on providing quality food in a friendly atmosphere, and so any behaviour that detracts from this aim runs counter to our ethos and commercial interests. Therefore all alcohol sales will be ancillary to the use of the premises as a food market. Whilst the overwhelming number of visitors who buy an alcoholic drink will also be purchasing food at Market Hall, there will also be some individuals who come as part of a group who do not wish to eat. These individuals will still be permitted to purchase a bottle of local craft beer (for example) or glass of wine to sip as they sit and converse with their friends or family.

MH will lease the building from the landlords and pay rent, business rates and service charge directly. MH will be responsible for provision and payment of all services to the premises (heating, lighting, gas and water supplies drainage etc).

MH fit out the venue with full extraction systems, back of house cleaning and storage equipment, toilets and furniture. They provide shared crockery; glassware and cutlery; staff to collect and clean the used crockery, cutlery and glasses from the communal seating areas, and staff to clean and maintain the property.

MH provide each service provider with a fully fitted kitchen; with point of sale, ordering systems, revenue collection infrastructure; a buzzer system for customer collection; and staff providing table clearing, cleaning and security.

MH promote the venue through a calendar of activities for all to experience, marketing, social media and branded goods. It will reach out to the local residential and business communities and other stakeholders such as the region's agricultural and food a manufacturing industries, the Local Authority and tourism bodies.

### **Management Structure**

MH will have on site management responsible for the day-to-day management of the building and kitchen mix. The curation will allow the market hall to adapt to changing customer preferences both for the cuisine and food products, providing an exceptional dining experience for both short and longer stay visits offering a range of best in class operators at a variety of price points.

The quality of the offer and the management of the floor will be the responsibility of the General Manager (who will be the Designated Premises Supervisor) and his/her deputies; they will be responsible for the front of house reception and security; ongoing customer care and experience; and providing any additional assistance to less able customers. They will work with the Kitchens to provide food of appropriate quality and ensuring exemplary levels of kitchen management and hygiene. They will also always be on hand to deal with any operational matter that will arise and therefore will always do their best to promote the licensing objectives.

The Bar Manager will report to the General Manager and together with trained table and security staff will act as "spotters" to ensure the conditions of the licence are strictly adhered to.

A supervisor, reporting to the General Manager or their deputy, will be on site at all times responsible for a team of table clearers, cleaners and back of house washers who will return cutlery, crockery and glasses to the kitchens and bar. The cleaners will be responsible for other areas of the building including the customer and staff toilets and facilities.

In summary MH select and actively monitor the kitchens; and manage all other aspects of the operation of the building and concept; the Kitchens simply sell and cook their own food, and clean their own kitchens.

Through this business model MH are able to remove the significant barriers and costs of entry into the restaurant sector for independent and emerging chefs and businesses. Perhaps more importantly the costs and stigma of failure is very limited when compared to the commitments required to secure independent premises.

For many chefs the market hall provides incubator space, allowing the development of a business model or concept providing commercial confidence and track record to take permanent space within the City, strengthening the diversity, appeal and quality of the food and beverage sector within the City's economy and supporting York's objective to be a magnet city for food.

## **2. Proposed Layout**

Detailed plans have been submitted with the licence application. The market hall is arranged over the ground and lower ground

The ground floor provides the main trading area:

9 Kitchens

1 bar and store

Communal style seating for customers and guests

An external seating area

The lower ground floor provides:

Staff changing facilities

Customer toilets

Storage

Plant

Back of House stores

Communal style seating for customers and guests

Flexible work space

Areas for the specially curated events and areas that can be privately booked.

The kitchens are positioned around the perimeter of the floor around the central area of seating facing towards Stonebow. The main customer entrance is from Whip-ma-whap-ma-gate with an additional access from Stonebow at pavement/landing level providing access to both the ground and lower ground floors.

The premises will be fitted out to full building control compliance and will be fully fire risk assessed to ensure the premises can trade responsibly.

### **Basement Vision**

We plan Market Hall York to be a social city hub where visitors of all ages can: Eat | Meet | Experience amazing cuisine and Plan their time to get the most out of their visit to York.

After consultation and further consideration, we plan to develop the Basement as an innovative flexible space that can be used for further seating for diners, co working desk space, and to hold activities to support the City's festivals (such as book readings during the

York Literature Festival, antiques displays, fashion shows during Fashion Week, performances of traditional musical instruments by a folk band) and host a variety of group bookings including conferences and educational food visits with local children.

Our research shows there is virtually no co working office space available in the city centre yet there is a huge demand for this type of facility by various groups.

York is renowned for its outstanding broad, all year-round events and festivals programme with themes ranging from chocolate, to Food and Drink, to Literature, to Fashion, to Folk and Jazz, to Early Music, to Film. Our vision is that the basement area can be reconfigured to be a venue for many if not all of the city festivals and to host a regular programme of experiences which are ancillary to the use and support the Market Hall activity.

The basement will be subject to the same conditions as the ground floor to ensure the premises cannot morph into a nightclub which is neither our intention nor wish and would work against our business model. Indeed, we are offering to surrender the two existing nightclub licences at this location (with much later terminal hours of 0400hrs and 0230hrs respectively) as proof of our intentions as well as a condition that says the premises cannot operate as a nightclub.

We are committed to using the space to play to the city's strengths, satisfy the demands of the local market, play a proactive part in the local community and support the Market Hall activities

### **3. Hours of operation**

A small number of kitchens around the main Whip-ma-whap-ma-gate entrance to the west of the building will trade from around 7.30 am to meet the usual requirements of local residents and workers for breakfast and "grab and go" items.

The remaining market hall area will commence trading from around 10.30 and close at 23.30 on Sunday to Wednesday, and at 1.00 on Thursday, Friday and Saturday.

We have listened to the requests of the locals and reduced opening from midnight to 23.30 on Sunday, Monday, Tuesday, and Wednesday. Further, opening hours will be until 01.00 Thursday, Friday, and Saturday with alcohol ceasing at midnight but food being served to 00:30. This allows more time for a gradual dispersal period.

### **External Area**

This is the main entrance to the market hall; it creates the initial public perception of the operation and its offer. It will be intensively managed space; welcoming to all and secure, reinforcing our values of excellence and quality of service.

It is intended that seating will be fixed and remain outside permanently to the external area fronting Whip-ma-whap-ma-gate. No food or drink to be permitted in the external area after

2200. All table cutlery and other food related items to be cleared from the external tables by 2200.

The external area will be clearly defined by a semi-permanent and gated railing.

During the day and after 22.00 until closing time the external area will provide an area suitable for customers wishing to smoke. Cigarette bins will be provided in the locations shown on the plan, both in this area, on St Saviourgate at the head of the Taxi rank and on Stonebow by the bus stops.

Door and security staff will monitor behavior in the external area and adjacent pavements. These will be covered by the CCTV system

#### **4. Access/Facilities**

Kitchen staff will have access to the building up to one hour before and after the trading hours.

At peak times the number of people in the building will be controlled by the security staff using counting devices required by the Licence and be the responsibility of the duty manager.

There will be plenty of facilities for the local public including:-

Accessible WC's at GF

Accessible WC at Basement Level

Accessible shower with WC at Basement Level

Baby Change facilities

Male WCs at Basement Level: 6 urinals, 5 toilet cubicles, 1 ambulant, 6 wash hand basins

Female WCs at Basement Level: 10 toilet cubicles, 1 ambulant, 11 wash hand basins.

There will be state of the art wifi for all guests to use.

There will be high chairs available for families.

Free water and cups available for all customers

Details of the local area will be provided.

#### **5. Staffing**

MH provide staff changing facilities, showers, toilets and lockers on the lower ground floor available to both its own employees and the kitchen staff.

The Kitchens are responsible for the remuneration of all employees engaged in work in the kitchens and must comply with all applicable laws in respect of those working in the kitchens. The traders must ensure that its employees comply with the "premises handbook" including their appearance, dress code and behavior.

Role	Peak Shift	Total employed
<b>Venue management</b>		
General manager	1	1
Deputy Manager	1	1
<b>Security</b>		
Supervisor 7 days	1	2
Security Staff TFSaRace days	3	3
<b>Deliveries / maintenance</b>		
6am to 2 pm	1	2
<b>Table staff/ hosts</b>		
Table	5	12
Cleaning	2	4
Washers	3	6
<b>Bar</b>		
Bar Manger	1	1
2 stations	5	8
<b>Total Market Hall</b>	22	40
<b>Kitchen Traders</b>		
9 units		
3 x 2 shifts plus 1 holiday	27	63
<b>Total in Building</b>	50	103

## 6. Deliveries

The planning permission permits deliveries between 07.00 and 23.00.

In practice early and mid-morning deliveries create least disruption to the business or any nuisance to the neighbourhood.

The management will agree a rota of deliveries with its nominated suppliers and its commercial neighbours to remove the prospect of congestion on St Saviourgate. MH management will coordinate deliveries focusing on the period 0700 to 1100.

The onsite delivery team will prepare ahead of each delivery to minimize the length of the visit. The internal layout of the building provides for chilled and frozen products to be stored immediately by the goods entrance; and a "holding area" in the central core of the market at ground floor level to receive incoming ambient loads and departing packaging from which products are distributed around the building upon the departure of the delivery vehicle.

### (i) Kitchens

MH will provide the kitchens with a nominated list of local and regional suppliers of meat, fish, fruit and vegetable, dairy and bakery products. The kitchens will receive the bulk buying benefits secured by MH.

As a consequence MH will have transparency to the orders placed by the kitchens allowing it to plan for the deliveries which will take place in an agreed time window by the suppliers and managed by MH.

Through the use of nominated suppliers MH will have some control over the provenance and quality of the produce used in the kitchens.

**(ii) Bar**

MH are likely to use 2 suppliers delivering to the venue on alternate days in agreed time windows managed by MH.

**(iii) Consumables**

MH consumables- Cleaning materials, blue and loo rolls replacement crockery cutlery and glassware, will be delivered from a nominated supplier on demand.

**(iv) Other**

Any special equipment-deliveries that may be required from time to time

MH and Kitchen and bar staff will not be permitted to receive personal deliveries to the premises.

**7. Refuse**

Glass to be crushed internally; food waste to be stored in heavy plastic containers.

Curfew at 2100 on movement of trolleys and external waste bins on Hungate; after that time waste to be held internally until after 0700 next morning.

Food waste will be reduced by the use of biodegradable techniques and drained from the property in grey water.

Specific recycling provisions will be informed by the kitchen mix and subsequent management plan. Recycling (including food waste) will account for at least 70% of the overall volume of the bin stores. 30% of the bin storage volume is contained in 140 litre wheeled bins for food waste storage/ recycling. Management will specify which food waste goes into which bins for recycling; food waste recycling will be optimised ongoing refinement to adopt to operational changes such as the changing kitchen mix.

MH will seek to work with local refuse and recycling providers and to coordinate activity with the city centre to minimise disruption.'

As below the St Saviourgate pavement frontage will be cleaned regularly and any rubbish or litter removed during the day.

External Refuse Stores: Residents are very concerned about vermin from previous bad experiences so we will sanitize caged stores and bins and put up vermin barriers to the cage itself.

## **8. Noise Management**

There will be no nuisance to the neighboring occupiers. Extraction of kitchens will be directed onto Stonebow away from Residents. No music will be audible so as to cause a nuisance to any local residents or businesses. The retractable glass wall fronting Whip-ma-whap-ma-gate will be closed from 23.00. Glass will be crushed stored within the building to reduce noise.

Dispersal is discussed below. There will be strict behavior and dress protocols imposed by MH on site management and security team.

## **9. Dispersal**

Unlike a theatre, concert or nightclub venue customers will gradually disperse from the Market Hall over a lengthy period of time rather than all together. This trickle-out of customers helps to significantly reduce the impact of our venue on the surrounding residential community.

Unlike a traditional restaurant, food and drink is purchased upon ordering, customers are therefore free to leave the building at will and do not have to wait for a bill at the end of a meal.

Last food orders will be taken 45 mins before closing time and from around 2300 we anticipate that customer numbers will fall and a winding down will be implemented. The premises is a food led venue; the bar and adjacent areas are neither designed nor staffed to attract or serve a significant vertical drinking client base; though some customers may wish to stay on in the Market Hall environment until closing time to avoid the need to move on to other establishments to the west within the stress zone.

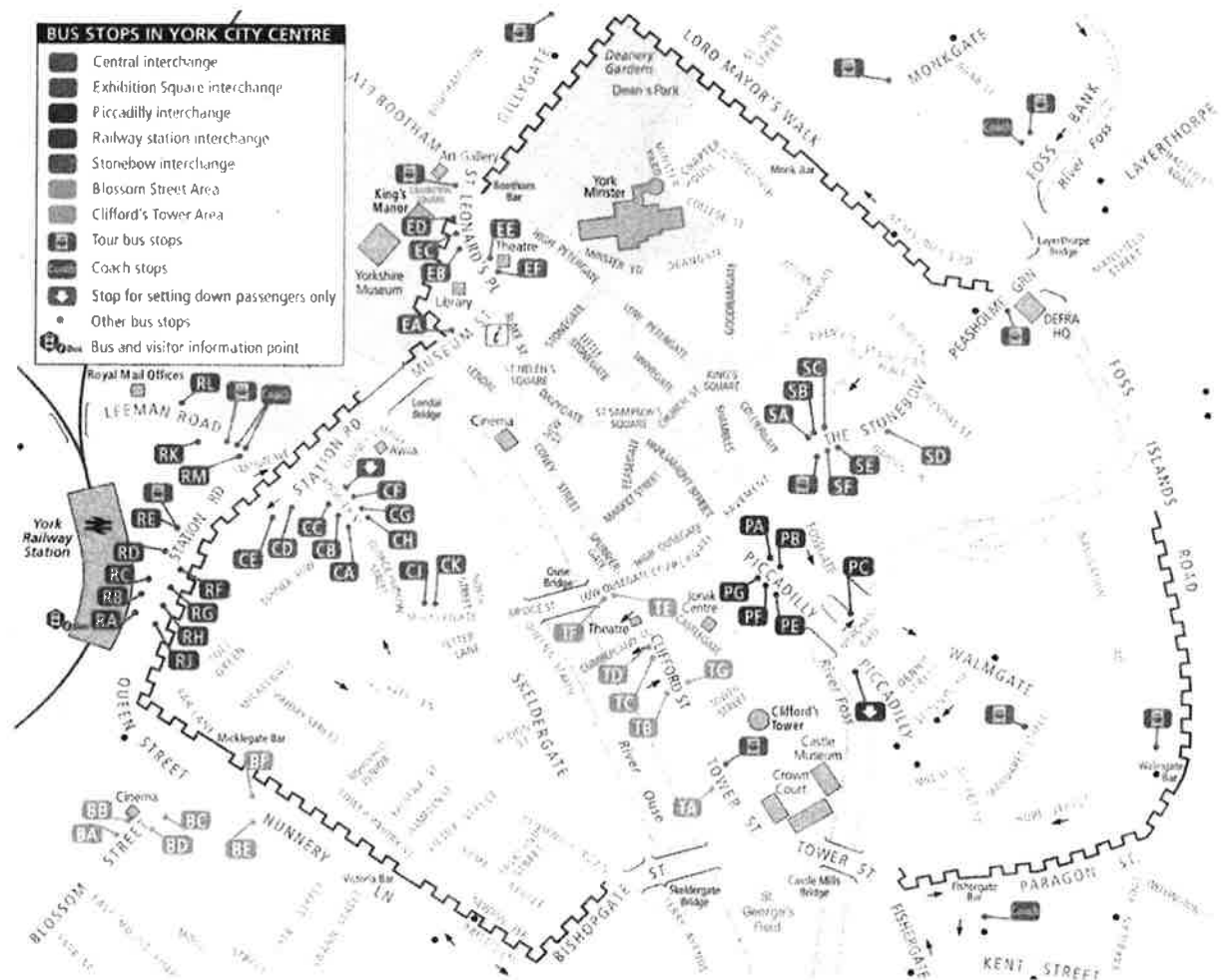
The Market Hall at Ground Floor will host a series of complimentary activities such as cookery demonstrations or classes by visiting chefs, many will be linked to the cultural calendar of the City; these may include performing arts, music, fashion shows and so on. These events will finish no later than 2330.

Customers will gradually disperse from the main entrance onto Whip-ma-whap-ma-gate and onto Stonebow; except for escape purposes there are no customer exits to St Saviourgate.



Notices will be prominently displayed at the exits requesting patrons respect the needs of local residents and businesses and leave the area quietly.

The door staff will be familiar with directions to other visitor attractions, the local bus stops, the Park and Ride schemes and the railway station.



Stonebow is one of 7 city centre bus interchanges, the others are all to the west of the property. Buses to 5 out of the 6 orbital Park and Ride car parks leave from Stonebow and Piccadilly.



The head of the Taxi rank in St Saviourgate is adjacent to the main Whip-ma-whap-ma-gate entrance to the Market Hall.

All of these routes are directed away from St Saviourgate. The Market Hall York website will include directions to the property avoiding St Saviourgate. The website and notices inside the building and toilets will provide GPS coordinates for taxi and minicab drop off and pick up will be provided for the junction of Stonebow and Whip-ma-whap-ma-gate.

Trained table hosts, the bar staff and the security team will assist an orderly vacation of the building at closing time.

Lighting within the building will be kept on for 30 mins after closing to help light the pavements on Stonebow Whip-ma-whap-ma-gate and St Saviourgate.

## **10. Security**

MH will employ security staff to comply with the requirements of applicable law. At least two SIA licensed door supervisor will be on duty after 20.00 until 30 mins past closing time on Thursday/Friday and Saturday and additional security will be provided on a risk assessed basis and in accordance with any Licensing requirements; for example on Race days.

The security team will be required to patrol the external perimeter of the building Stonebow, Whip-ma-whap-ma-gate, St Saviourgate and Hungate every 30 mins encouraging any [loiterers or street vagrants, rickshaws, street musicians and buskers to move on.

The Kitchens must obey all security policies and procedures implemented by MH and comply with all planning and licensing conditions imposed by the Local Authority.

CCTV will cover the public area inside and outside the premises and will be operated in accordance with the requirements of the North Yorkshire Police Licensing team and as recommended by the Secure by Design Officer.

The CCTV will comply with the Data Protection Act 1998 and will be operated for the purpose of the prevention and detection of crime, public safety and employee security. Footage will be stored for a minimum of 31 days and made available to the Police upon request.

## **11. Smoke free**

Smoking will not be permitted anywhere within the building.

Staff and security staff will politely remind customers that they are also not to congregate in the front of the premises in Whip-ma-whap-ma-gate or neighbouring premises

Smokers will be directed to either side of the main entrance on Whip-ma-whap-ma Gate, / Stonebow where cigarette bins will be provided. They will also be able to use the front area after 22.00 when the dining area has been closed. Our security team will actively monitor groups clustering and smoking anywhere around the perimeter with responsive CCTV input. They will direct groups to the allocated areas where they can be easily monitored and moved away from sensitive areas such as the Hungate lane behind Lady Hewley Cottages which has historically been the most contentious location for anti social behaviour.

MH will provide bins for cigarette ends and packaging on its Stonebow and Whip-ma-whap-ma-gate frontages.

## **12. Cleaning**

The management will impose strict cleaning schedules within its house management.

Extraction - Kitchen extract and ventilation systems will be compliant with industry standards and cleaned regularly (at least once per quarter) to ensure extras are as odour free as possible. The air is filtered and clean in the internal plant room and extracted onto Stonebow.

Pavements - The pavements immediately outside the premises to be cleaned regularly- using power washing if necessary. The cigarette waste bins and any rubbish or litter on the adjacent pavements is to be removed consistently through the day.

Public and back of house areas - The highest standards of cleanliness will be imposed throughout the public and back of house areas undertaken by MH staff and management by way of rotas and response to live issues.

Kitchens - The kitchen operators will be responsible for the cleaning of the kitchen utensils, equipment, appliances, food preparation, cooking and washing areas within the kitchen areas. This will be monitored by MH management; persistent lapses in the kitchen cleanliness will result in written warnings, and subsequent termination of their Concession Agreement.

Kitchen appliances- MH will repair and maintain the fixed appliances supplied and installed by MH in the kitchens including annual servicing and deep cleaning.

## **13. Health and Safety**

The Kitchens must comply with all applicable laws in the respect of the provision and sale of food from their kitchen. In particular with relation to health and safety procedures in respect of food preparation, handling, cleaning, cooking and serving of food and the use, maintenance and cleaning of machinery, equipment and utensils used in the kitchen and back of house areas.

The Kitchen must maintain a minimum Food Hygiene Rating of 4 stars at all times. If it receives less than 3 stars the concession is terminated; if they receive 3 stars they have 90 days to achieve 4 stars and if not, the concession is terminated.

The service provider is to comply with the MH pest control requirements at all times.

## **14 Consultation/Communication**

The OMS will be subject to ongoing review by MH with the Fire, Police, Licensing and Local Authorities. From discussions some of the key points are as follows:-

The Market Hall website will provide contact details of the venue manager and an emergency line.

The Venue manager will be tasked with proactively engaging with local residents including a representative of the Trustees for the Lady Hewley Trust with weekly meetings until such time as the Trustee agrees the need for quarterly meetings; the residents association of the owners and occupiers of Stonebow House.

MH believes it is able to contribute significantly to the Guildhall Ward initiatives to reduce loneliness and embrace diversity by the nature of its inclusive offer and clean, safe and secure operation. MH would be keen to work with the Ward Councilors to integrate an events programme for residents focused around food education, healthy eating on limited budgets and community needs. MH would welcome a programme of regular meetings with Ward Councilors to develop these initiatives and address any concerns raised by the operation of the Market Hall.

MH will seek to work with key partners and stakeholders in the City and wider region such as Visit York; Make it York and the BID to contribute and promote key initiatives such as the Events and Festival programme, Safety and Security issues including projects such as the anti-loitering scheme, and the lessons from the Taxi Marshal pilot programme.

The Market Hall will be an expression of the region's agriculture, fisheries and food production. MH is keen to engage with these industries and support and promote the formal and informal education initiatives of the Local Authority and others around fresh food, healthy eating and lifestyles; for example school visits, interest groups and societies; and to be an active supporter and key venue within the food festival.

