



Licensing and Regulatory Sub-Committee (Hearing)

Time and Date

10.00 am on Wednesday, 11th March, 2026

Place

Diamond Room 2 - Council House

Public Business

1. **Appointment of Chair**
2. **Apologies**
3. **Declarations of Interest**
4. **Application for a Premises Licence Variation Application under the Licensing Act 2003** (Pages 3 - 76)

To consider an application for a Premises Licence Variation Application for HMV Empire, 22 Hertford Street, Coventry, CV1 1LF.

Note: The applicant and their representative have been invited to attend the hearing.

Persons who have made representations have been invited to attend.

The City Council's Statement of Licensing Policy is available on the Council's website. Alternatively, please contact us if you require a hard copy.

(a) Notice of Attendance (Pages 77 - 78)

5. **Any Other Business**

To consider any other items of business which the Chair decides to take as a matter of urgency because of the special circumstances involved.

Private Business

Nil

Julie Newman, Director of Law, Governance and Safer Communities, Council House, Coventry

Tuesday, 3 March 2026

Note: The person to contact about the agenda and documents for this meeting is Tom Robinson Email: tom.robinson@coventry.gov.uk

Membership: Councillors J Birdi, A Hopkins and CE Thomas

Public Access

Any member of the public who would like to attend the meeting in person is encouraged to contact the officer below in advance of the meeting regarding arrangements for public attendance. A guide to attending public meeting can be found here: <https://www.coventry.gov.uk/publicAttendanceMeetings>

Tom Robinson

Email: tom.robinson@coventry.gov.uk



Licensing & Regulatory Sub-Committee

11th March 2026

Name of Cabinet Member:

Not applicable

Director Approving Submission of the report:

Director of Law, Governance and Safer Communities

Ward(s) affected:

St Michael's

Title: Application for a Premises Licence Variation Application under the Licensing Act 2003

Is this a key decision?

No

Executive Summary:

The purpose of this report is to consider an application for a Premises Licence Variation under the Licensing Act 2003 for HMV Empire, 22 Hertford Street, Coventry, CV1 1LF.

Recommendations:

The Sub-Committee is recommended to consider whether to:

1. Grant the application as requested.
2. Grant the application subject to such conditions that are necessary to promote Licensing Objectives.
3. Refuse the application wholly or in part where it is necessary in order to promote the Licensing Objectives

List of Appendices included:

1. Premises Licence variation application
2. Proposed Plan
3. Representation & Attachments
4. Current Licence & Plan
5. Location Plan
6. Hearing Procedure Note
7. Relevant Hearing Briefing Note

Other useful background papers:

Section 182 Licensing Act 2003 Guidance

It is a statutory obligation of the Sub-Committee to take into account the Government's Guidance to the Licensing Act 2003 before reaching a decision.

Statement of Licensing Policy

The Council will have regard to the policy when making a decision on applications made under the Act.

Other Useful documents

None

Has it been or will it be considered by Scrutiny?

Not applicable

Has it been or will it be considered by any other Council Committee, Advisory Panel or other body?

No

Will this report go to Council?

Not applicable

1. Context (or background)

- 1.1 The Licensing Act 2003 requires Coventry City Council, as the Licensing Authority, to carry out its various licensing functions so as to promote the following four Licensing Objectives:
- The Prevention of crime & disorder
 - The Protection of public safety
 - The Prevention of public nuisance
 - The Protection of children from harm
- 1.2 A Premises Licence variation application for HMV Empire, 22 Hertford Street, Coventry, CV1 1LF, was received on 19th December 2025. The application is requesting a variation to the plan. Due to the City Centre South redevelopment, the fire escapes had to be moved from the rear of the building to the front of the building. The capacity has also been reduced to 1001. During the 28-day consultation period, the applicant missed the deadline to advertise the application in the local newspaper, therefore the 28-day consultation period started again, and the last objection date was extended to 9 February 2026.
- 1.3 One representation has been received from Other Persons (Appendix 3). The representation states that granting the application could undermine the Licensing Objective of protection of public safety.
- 1.4 The Licensing Act 2003 requires the Council to publish a 'Statement of Licensing Policy' which sets out the policies the Council will have regard to and apply to promote the Licensing Objectives when making a decision on applications made under the Act. The Policy will be available at the hearing for reference purposes.
- 1.5 It is essential that the Sub-Committee considers the government's guidance to the Licensing Act before reaching a decision. The applicant, Responsible Authorities, or any other persons, should bring to the Sub-Committee's attention any relevant paragraphs. However, it is suggested good practice for Members of the Sub-Committee to read the relevant paragraph(s) of the guidance prior to the hearing.

2. Options considered and recommended proposal

- 2.1 There are three courses of action available to the Sub-Committee in relation to this application:
- (i) Grant the application as requested. If the Sub-Committee considers that granting the application would not undermine any of the Licensing Objectives, it should be granted in full as submitted. This would be granted subject to mandatory conditions and conditions consistent with the applicant's operating schedule, and any other conditions agreed by the applicant as part of the consultation / mediation process. Any conditions to be attached to a licence must be appropriate and proportionate to promote the Licensing Objectives.
 - (ii) Grant the application as above, but the Sub-Committee could impose extra conditions as it thinks fit, or make amendments to the operating schedule conditions, and/or proposed hours. This option may include adding any conditions suggested by other parties at the hearing, including the applicant. Any conditions to be attached to a licence must be appropriate and proportionate to promote the Licensing Objectives.

(iii) If the Sub-Committee concludes that no additional conditions would ensure that the Licensing Objectives would be upheld, then the whole application should be rejected.

2.2 Your officer recommends option (i).

The reason for this recommendation is that the building work undertaken at the premises is due to the City Centre South Redevelopment and the demolition of the Barracks car park. Also, the Responsible Authorities who responded to the Consultation (who are deemed to be experts in their respective areas), have not offered further conditions. Further, if the premises is found to be operating in a way that does not uphold the Licensing Objectives the Review procedure is available to both the Responsible Authorities and any other person.

2.3 The Sub-Committee is advised that they may depart from the officer's recommendation if, having heard all the evidence, they believe it is appropriate to do so. Should the Sub-Committee decide to depart from the recommendation and choose an alternative option, they must provide full reasons for this decision, based on the promotion of the Licensing Objectives. This application should be considered on its own merits and all the circumstances considered before a decision is made.

2.4 As outlined in para 2.2, the Sub-Committee are advised that a Premises Licence can be reviewed at any time by any Responsible Authority or any 'other person', if it is considered that any of the Licensing Objectives have been undermined following the grant of the Premises Licence.

3. Results of consultation undertaken

3.1 As prescribed by the Licensing Act 2003, the application has been out for consultation to statutory consultees for 28 days. The notice was displayed at the premises from 19th December 2025 to 9th February 2026, the notice was checked by the Licensing Officer on two occasions during the 28 day period. Licensing applications are also published weekly in the Members Bulletin which is available to Ward Councilors.

3.2 Responsible Authorities have received a copy of the application. Please see below responses received:

Responsible Authority	Response Received	Objections	Conditions Agreed
Licensing	Yes	No	No
Police	Yes	No	No
Environmental Protection	Yes	No	No
Fire Safety	No	-	-
Health & Safety	No	-	-
Trading Standards	No	-	-
Planning	No	-	-
Safeguarding Children	Yes	No	No
Public Health	No	-	-
Secretary of State	No	-	-

3.3 One representation from Other Persons has been received,(Appendix 3). The grounds for the representations are that the granting of the Premises Licence would undermine the licensing objectives of the protection of public safety.

4. Timetable for implementing this decision

4.1 The Appeal period is 21 days beginning on the date that the Appellant(s) receive notification

of the decision of the Licensing Authority.

5. Comments from Director of Finance and Strategic Resources (Section 151 Officer) and Director of Law and Governance

5.1 Financial implications

There are no financial implications arising directly from this report. However, there are possible cost implications if an appeal against the decision is made to the Magistrates' Court and the decision of the Sub-Committee is not upheld.

5.2 Legal implications

The Licensing Act 2003 sets out how applications for Premises Licence Variations should be dealt with where valid representations have been submitted. The Sub-Committee have to decide the outcome of the application considering the four Licensing Objectives.

In accordance with the provisions of the Act, if a Licensing Authority rejects in whole or in part, an application to grant a variation to the Premises Licence, the applicant may appeal against the decision, to a Magistrates' court within 21 days of receiving notification of the decision.

Similarly, where a person who made relevant representations in relation to the application contends that the variation to the licence ought not to have been granted or that alternative or additional conditions should have been imposed on the licence, they may appeal against the decision, to a Magistrates' court within 21 days of receiving notification of the decision.

6. Other implications

6.1 How will this contribute to achievement of the One Coventry Plan?

It is the Regulatory Services team's responsibility to ensure that members of the public in Coventry are not put at risk. This contributes to the Council's core aim of ensuring that citizens live longer healthier lives. The business' failure to uphold the Licensing Objectives may have an adverse effect on Public Safety and citizen's quality of life. This aligns with the One Coventry Plan to work together to improve our city and the lives of those who live, work and study here.

6.2 How is risk being managed?

If the application is not handled in line with the Licensing Act 2003, there is a risk of judicial appeals, reviews and associated costs.

6.3 What is the impact on the organisation?

None

6.4 Equalities / EIA

This decision will not affect the service provision and therefore details of the Equalities Impact Assessment are not relevant in this case.

6.5 Implications for (or impact on) climate change and the environment

None

6.6 Implications for partner organisations?

The Council recognises that the licensing function is only one means of promoting delivery of the above objectives and should not therefore be seen as a means for solving all problems within the community. The Council will therefore continue to work with the West Midlands Police, Community Safety Partnership, local people and those involved in child protection (Coventry Safeguarding Children Board) to promote the common objectives as

outlined.

6.7 Human Rights Act Implications

None

Report author(s):

Name and job title:

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Enquiries should be directed to the above person.

Contributor/approver name	Title	Service	Date doc sent out	Date response received or approved
Contributors:				
Tom Robinson	Governance Services Officer	Law and Governance	17/02/2026	17/02/2026
Debbie Cahalin-Heath	Strategic Manager of Regulation	Regulatory Services	09/02/2026	10/02/2026
Davina Blackburn	Strategic Lead of Regulation and Communities	Regulatory Services	10/02/2026	18/02/2026
Names of approvers for submission: (officers and members)				
Amy Wright	Regulatory Team Leader	Law and Governance	12/02/2026	12/02/2026
Richard Shirley	Lead Accountant	Finance	17/02/2026	19/02/2026
Julie Newman	Director of Law, Governance and Safer Communities	Legal & Governance Services	17/02/2026	18/02/2026

This report is published on the Council's website:

www.coventry.gov.uk/councilmeetings



Application to vary a premises licence under the Licensing Act 2003

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

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

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

I/We PHIL ROONEY – DCB EMPIRE LTD

(Insert name(s) of applicant)

being the premises licence holder, apply to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described in Part 1 below

Premises licence number LN/221000588
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Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description HMV EMPIRE 19-25 HERTFORD STREET			
Post town	COVENTRY	Postcode	CV1 1LF

Telephone number at premises (if any)	024 75315415
Non-domestic rateable value of premises	£80,000

Part 2 – Applicant details

Daytime contact telephone number	[REDACTED]		
E-mail address (optional)	[REDACTED]		
Current postal address if different from premises address	n/a		
Post town		Postcode	

Part 3 - Variation

Please tick as appropriate

Do you want the proposed variation to have effect as soon as possible? Yes No

If not, from what date do you want the variation to take effect?

DD	MM	YYYY
<input type="text"/>	<input type="text"/>	<input type="text"/>

Please describe briefly the nature of the proposed variation (Please see guidance note 1)
 Layout change to premises. 2 Temporary EMX staircases leading from hmv Empire’s east balcony onto Hertford Street.

If your proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend:

n/a

Part 4 Operating Schedule

Please complete those parts of the Operating Schedule below which would be subject to change if this application to vary is successful.

Provision of regulated entertainment

Please tick all that apply

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

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

Sale by retail of alcohol (if ticking yes, fill in box J)

In all cases complete boxes K, L and M

A

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

B

Films Standard days and timings (please read guidance note 6)			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish		Both	<input type="checkbox"/>
Mon			Please give further details here (please read guidance note 3)		
Tue					
Wed			State any seasonal variations for the exhibition of films (please read guidance note 4)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list (please read guidance note 5)		
Sat					
Sun					

C

Indoor sporting events Standard days and timings (please read guidance note 6)			Please give further details (please read guidance note 3)
Day	Start	Finish	
Mon			State any seasonal variations for indoor sporting events (please read guidance note 4)
Tue			Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list (please read guidance note 5)
Wed			
Thur			
Fri			
Sat			
Sun			

D

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

E

Live music Standard days and timings (please read guidance note 6)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3)		
Mon					
Tue			State any seasonal variations for the performance of live music (please read guidance note 4)		
Wed					
Thur			Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list (please read guidance note 5)		
Fri					
Sat					
Sun					

F

Recorded music Standard days and timings (please read guidance note 6)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish		Both	<input type="checkbox"/>
Mon			Please give further details here (please read guidance note 3)		
Tue					
Wed			State any seasonal variations for the playing of recorded music (please read guidance note 4)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list (please read guidance note 5)		
Sat					
Sun					

Performances of dance Standard days and timings (please read guidance note 6)			<u>Will the performance of dance take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish		Both	<input type="checkbox"/>
Mon			<u>Please give further details here</u> (please read guidance note 3)		
Tue					
Wed			<u>State any seasonal variations for the performance of dance</u> (please read guidance note 4)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Sat					
Sun					

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 6)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	Will this entertainment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			Please give further details here (please read guidance note 3)		
Wed					
Thur			State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 4)		
Fri					
Sat			Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list (please read guidance note 5)		
Sun					

Late night refreshment Standard days and timings (please read guidance note 6)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3)		
Mon					
Tue			State any seasonal variations for the provision of late night refreshment (please read guidance note 4)		
Wed					
Thur			Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list (please read guidance note 5)		
Fri					
Sat					
Sun					

J

Supply of alcohol Standard days and timings (please read guidance note 6)			Will the supply of alcohol be for consumption – please tick (please read guidance note 7)	On the premises	<input type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 4)		
Mon					
Tue					
Wed					
Thur					
Fri					
Sat					
Sun					
			Non-standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 5)		

K

<p>Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 8).</p>

L

Hours premises are open to the public Standard days and timings (please read guidance note 6)			State any seasonal variations (please read guidance note 4)
Day	Start	Finish	
Mon			
Tue			Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list (please read guidance note 5)
Wed			
Thur			
Fri			
Sat			
Sun			

Please identify those conditions currently imposed on the licence which you believe could be removed as a consequence of the proposed variation you are seeking.

Please tick as appropriate

- I have enclosed the premises licence
- I have enclosed the relevant part of the premises licence

If you have not ticked one of these boxes, please fill in reasons for not including the licence or part of it below

Reasons why I have not enclosed the premises licence or relevant part of premises licence.

M

Describe any additional steps you intend to take to promote the four licensing objectives as a result of the proposed variation:

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

b) The prevention of crime and disorder

c) Public safety

This layout change and the subsequent affect to access between the public part of the premises and the rest of the premises or the street or public way, for instance, block emergency exits or routes to emergency exits will be mitigated by the following –

- Coordination and approval with Coventry City Council Planning Department
- Employment of competent safety advisor services for the design, build, maintenance & usage of the temporary fire escape structures/demises
- Sign-off by building control approved inspector as well as West Midlands Fire Service
- Staircases inspected before access is made available if required, to customers at all trading times and each show/performance, as part of the venue Sign-Off To Open process
- At Hertford Street Ground level, debris of any kind will be removed to ensure a clean area within the staircase demise and directly surrounding the demise/leading out from EMX doors
- Liaison with neighbouring businesses

d) The prevention of public nuisance

e) The protection of children from harm

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Checklist:

Please tick to indicate agreement

- I have made or enclosed payment of the fee.
- I have sent copies of this application and the plan to responsible authorities and others where applicable.
- I understand that I must now advertise my application.
- I have enclosed the premises licence or relevant part of it or explanation.
- I understand that if I do not comply with the above requirements my application will be rejected.

IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION.

Part 5 – Signatures (please read guidance note 10)

Signature of applicant (the current premises licence holder) or applicant’s solicitor or other duly authorised agent (please read guidance note 11). **If signing on behalf of the applicant, please state in what capacity.**

Signature	P Rooney
Date	19/12/2025
Capacity	Director/Premises License Holder

Where the premises licence is jointly held, signature of 2nd applicant (the current premises licence holder) or 2nd applicant’s solicitor or other authorised agent (please read guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	
Capacity	

Contact name (where not previously given) and address for correspondence associated with this application (please read guidance note 13)

Post town

Post code

Telephone number (if any)

If you would prefer us to correspond with you by e-mail, your e-mail address (optional)

Notes for Guidance

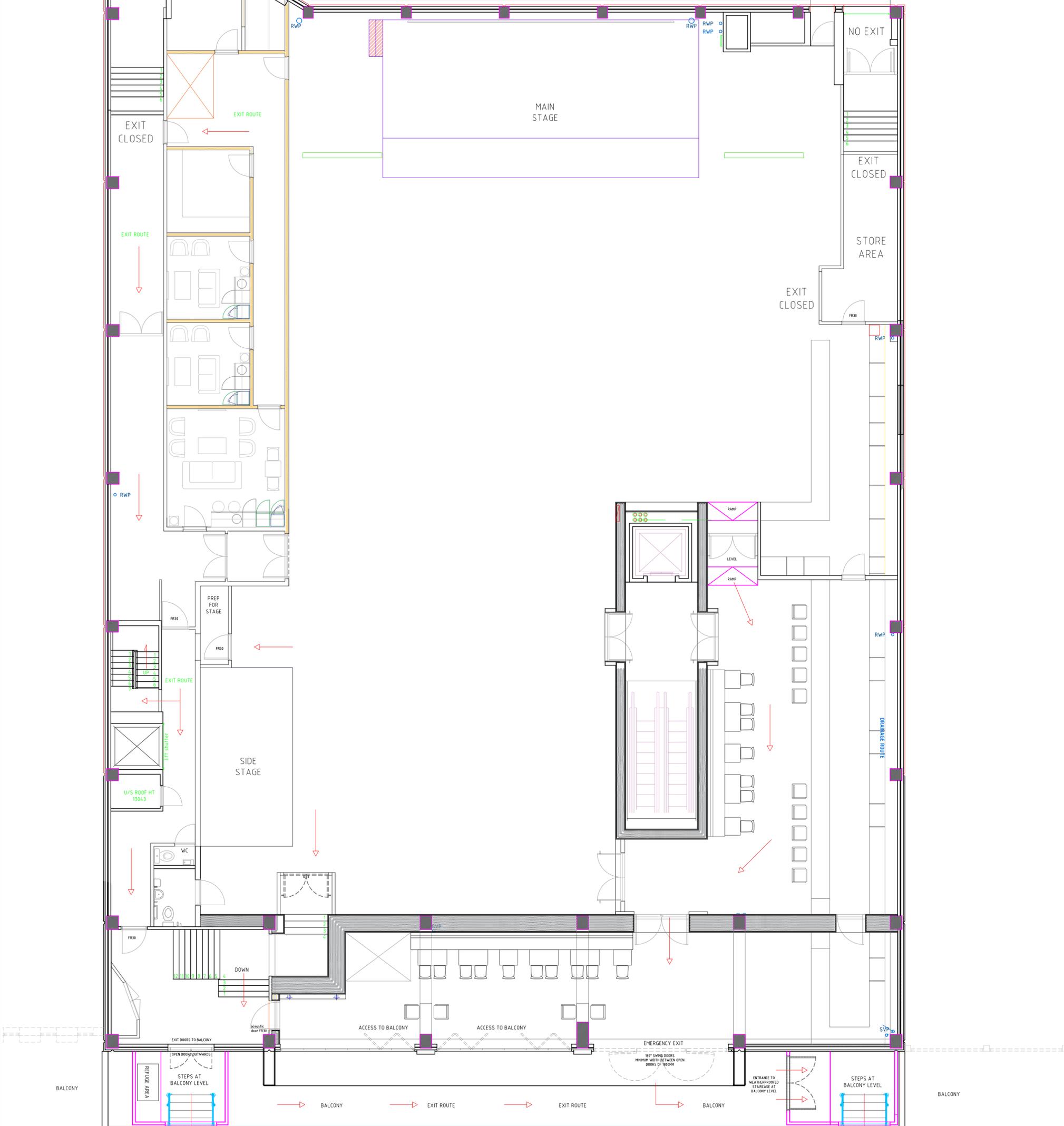
This application cannot be used to vary the licence so as to extend the period for which the licence has effect or to vary substantially the premises to which it relates. If you wish to make that type of change to the premises licence, you should make a new premises licence application under section 17 of the Licensing Act 2003.

1. Describe the premises. For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
3. For example 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.
4. For example (but not exclusively), where the activity will occur on additional days during the summer months.
5. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
6. Please give timings in 24 hour clock (e.g. 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.
7. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
8. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
9. Please list here steps you will take to promote all four licensing objectives together.
10. The application form must be signed.
11. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
12. Where there is more than one applicant, each of the applicants or their respective agents must sign the application form.
13. This is the address which we shall use to correspond with you about this application.

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SCALE ONLY FOR PLANNING PURPOSES
DO NOT CONSTRUCT FROM THIS DRAWING

REAR OF THE HMV EMPIRE 22 HERTFORD STREET WITH BARRACKS CAR PARK REMOVED



26 HERTFORD STREET

FRONT OF THE HMV EMPIRE 22 HERTFORD STREET

18-20 HERTFORD STREET



REVISIONS:

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PROJECT: HMV EMPIRE. 22 HERTFORD ST. CV1 1LF	DRAWING TITLE: FIRST FLOOR LEVEL EXIT ROUTES
CLIENT: PHIL ROONEY	PROJECT No: FD24 014 DWG No: FD24 014 08 FF EXITS
DRAWN BY: KEVIN KEANE	SCALE: 1:100@A2 DATE: 27.11.2025 REV: -



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Email received into Licensing on 15/1/2026
From Mr Boran and Mr Barnsley

FORMAL REPRESENTATION / OBJECTION

Licensing Act 2003 – Application for Variation of Premises Licence

HMV Empire Coventry, 22 Hertford Street, CV1 1LF

1. INTRODUCTION AND STATUS

I make this representation as an interested party under sections 18 and 35 of the Licensing Act 2003 and as the parent of a young adult who attends events at the premises regularly.

This objection is made on the grounds that the proposed variation, if granted as applied for, would undermine the Public Safety licensing objective. I respectfully request that this representation be referred to the Licensing Sub-Committee for determination.

2. SUMMARY OF OBJECTION

I object to the application because:

1. The application does not clearly or fully describe the current means of escape from the premises.
2. It fails to give adequate prominence to the removal of the original internal rear fire exits, which fundamentally alters evacuation strategy.
3. The premises has operated for a prolonged period under a materially altered layout, at occupancies comparable to historic levels.
4. Independent professional evidence and real-world observations demonstrate that actual occupancy exceeds safe assumptions.
5. The premises continues to advertise a standing capacity of 1,200, which appears incompatible with the revised one-direction means of escape.
6. Granting the variation as drafted would risk retrospectively legitimising unsafe operation and would weaken public confidence in the licensing regime.

3. MATERIAL CHANGE TO MEANS OF ESCAPE

The defining change to the premises is that:

- the original internal rear fire exits adjacent to the stage are no longer present, and

- the premises now operates with all effective evacuation routes in a single direction, towards Hertford Street.

This represents a fundamental alteration to:

- ingress and egress,
- evacuation dynamics,
- travel distances,
- exit redundancy and independence, and
- crowd behaviour under emergency conditions.

The loss of the rear exits is not incidental. It is a material change that goes to the heart of public safety and must be assessed as such.

It is a well-recognised principle in crowd safety and evacuation design that escape routes should not narrow or introduce significant direction changes where large numbers of people are expected to pass simultaneously. Where upstream circulation routes feed into narrower stairways or require multiple turns, flow rates reduce and the risk of tripping, compression and loss of balance increases, particularly in crowded, alcohol-affected environments.

The proposed escape arrangement at this premises relies on first-floor egress with multiple turns and vertical descent via external staircases. This introduces precisely the type of pinch point risk that good practice seeks to avoid, and which cannot be fully mitigated by management controls alone.

It should be noted that any blockage at the front of the building will leave all in attendance with no viable escape route.

4. REGULATORY CONTEXT AND EVOLUTION OF THE APPLICATION (Attachment A)

I respectfully place on record the sequence of events that led to the present full variation application, as it is relevant to the level of scrutiny now required.

In mid-October 2025, I was advised by Licensing that a major variation was not considered necessary on the basis that internal features such as the stage or bars were not being relocated. Subsequently, the Licensing Authority worked with the premises licence holder on a minor variation application, which was later rejected, with the Authority determining that a full variation was required due to the nature of the changes.

During inspection of the plans submitted in support of the full variation, it was stated that “nothing else has changed” beyond the addition of the external staircases from the balcony, notwithstanding that the plans inspected no longer show the internal rear fire exits serving the main room.

I do not raise this to criticise individuals. I raise it to explain why members of the public may reasonably be concerned that the significance of the loss of exit redundancy was not fully recognised at an early stage, and why it is now particularly important that the Sub-Committee applies careful and independent scrutiny to the application as presented.

5. ADVERTISED CAPACITY AND PUBLIC EXPECTATION (Attachment B (i) and B (ii))

Despite the loss of the internal rear fire exits and the resulting change to a one-direction means of escape, the premises has continued to advertise events on the basis of a “1,200 standing capacity”, including events promoted as “sold out”.

Screenshots of promotional and ticketing material are enclosed.

Members of the public purchasing tickets are entitled to assume that advertised capacities reflect a safe and approved layout. Where the physical means of escape has materially changed, continuing to market the premises at historic capacity raises serious concerns under the Public Safety licensing objective.

This concern is heightened by the fact that the advertised capacity appears inconsistent with both the revised means of escape and the professional and observational evidence set out below.

6. EVIDENCE OF ACTUAL OCCUPANCY IN PRACTICE (Attachment C)

On 14 and 15 November 2025, contemporaneous counts were undertaken of all persons entering the premises during sold-out live music events, using continuous video recording at the sole public entrance.

- 14 November 2025: 1,087 patrons
- 15 November 2025: 1,123 patrons

These figures exclude staff, performers, crew and contractors. Crowd density and internal conditions appeared comparable to events held prior to the loss of the rear exits.

A short written summary of the methodology is enclosed. Underlying video footage is available on request.

7. INDEPENDENT PROFESSIONAL EVIDENCE (Attachment D)

An independent crowd safety and fire risk observation report prepared by [REDACTED] (CEO, Crowd Safety Ltd) is enclosed.

That report identifies risks associated with:

- reliance on a single-direction means of escape,

- evacuation bottlenecks and pinch points,
- dependence on management controls rather than structural resilience, and
- optimistic evacuation assumptions when set against observed crowd density.

8. DISCREPANCY WITH FIRE AUTHORITY ASSUMPTIONS (Attachment E)

In correspondence dated 6 October 2025, ██████████ of West Midlands Fire Service advised that, following the loss of the rear fire exits, the available capacity would be “considerably lower and well under 1000 people”.

The observed patron counts of 1,087 and 1,123 materially exceed that understanding. This raises concern as to whether the assumptions underpinning the Fire Risk Assessment are being adhered to in practice.

9. FIRE SAFETY AND LICENSING REGIMES

I acknowledge that West Midlands Fire Service have indicated satisfaction with the premises’ Fire Risk Assessment. However, fire safety approval does not legalise trading under an unapproved licensing layout.

The Licensing Authority must independently determine whether the Public Safety licensing objective is promoted, having regard to the premises as actually operated.

10. ACCESS TO PLANS AND PROCEDURAL FAIRNESS

Although in-person inspection of the plans was permitted, permission to photograph them for the purpose of preparing an accurate statutory representation was refused. I have therefore proceeded on the basis of inspection notes and independent expert evidence.

11. PHOTOGRAPHIC CONTEXT – LOSS OF REAR EXITS (Attachment E (i) and E (ii))

Photographs are enclosed illustrating the former location and discharge point of the rear fire exits and the demolition beyond those exits. These images demonstrate the permanent loss of exit redundancy and are provided solely to illustrate the physical context relevant to public safety.

12. REQUESTED OUTCOME

I respectfully request that the Licensing Sub-Committee:

Either

1. Refuse the application as drafted;

Or

2. Defer determination pending submission of:

- full and accurate plans clearly identifying all removed and proposed exits;
- a clearly stated maximum occupancy derived from the revised layout; and
- enforceable licence conditions reflecting that figure.

13. CONCLUSION

This representation is made in good faith and solely in the interests of public safety.

Given the loss of rear exits, the move to a one-direction means of escape, and the continued advertising and operation at or near historic capacity, I respectfully submit that the application requires careful scrutiny before any variation is granted.

Mr Aran Boran and Mr Oliver Barnsley. (Please redact our personal details if permissible)

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ATTACHMENT A - Procedural context.

licensing

To: me, Cc: Blackburn, · Thu, 13 Nov 2025 at 11:14

Message Body

Dear Mr Boran

Thank you for your email.

We are working with the venue to get the Variation application submitted.

As soon as I receive the application, I will invite you to the Office to view the application.

Kind Regards
Rekha

Rekha Masih

Rekha Masih
Licensing Team Leader

Law & Governance
Regulatory Services
Coventry City Council
PO Box 7097
Coventry
CV6 9SL



licensing

To: me, Cc: Blackburn,, and 2 others · Mon, 1 Dec 2025 at 09:40

Message Body

Dear Mr Boran

I can confirm that HMV Empire have now submitted a Minor Variation application on Friday. The last objection date is **12th December 2025**.

Please let me know a date & time that will be convenient for you to view the plan. I am unavailable today; However, I am available on the following days/times:
Wednesday 3rd December 2025 between 10:00 -14:00
Friday 5th December 2025 between 10:00 – 14:00

Kind Regards
Rekha

Rekha Masih

Rekha Masih
Licensing Team Leader

Law & Governance
Regulatory Services
Coventry City Council
PO Box 7097
Coventry
CV6 9SL

████████████████████

Rekha Masih

To: me, Cc: Blackburn,, and 7 others · Thu, 4 Dec 2025 at 12:03

Message Body

Dear Mr Boran

I am unable to email the plan of the premises to you because the premises plan does not form part of the public register and, therefore, is not considered a public document.

This position is supported by [The Licensing Act 2003 \(Licensing authority's register\) \(other information\) Regulations 2005](#) see 2(1)(2)(a) & (d), specifically sections 2(1)(2)(a) and (d) – premises plans not being part of the public register.

However, I am happy for you to view the application and plan at the Council Office when it is convenient for you.

An applicant can make a minor variation application to alter the structure & layout of the premises. However, after considering the application and the revised plan, we

have decided to reject this application and advise that a full variation application will need to be submitted.

I can confirm that Minor Variations applications do involve a public consultation.

Finally, I have received an email from Oliver Barnsley on your behalf to view the application and plan. I will be meeting with him on Friday 5th December at 1:00pm.

I will advise you when the new application has been submitted and this will be subject to a full public consultation over a 28 day period.

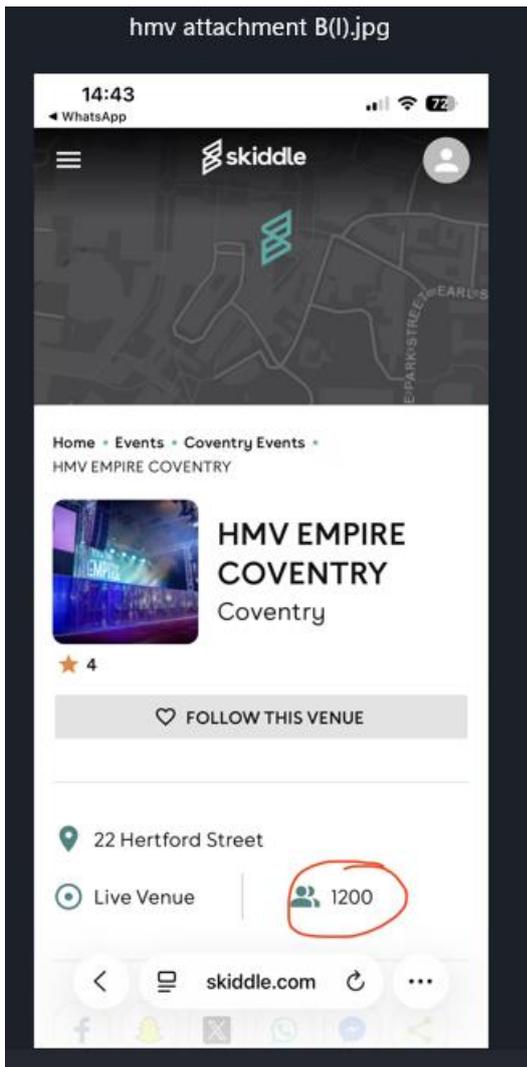
Kind Regards
Rekha

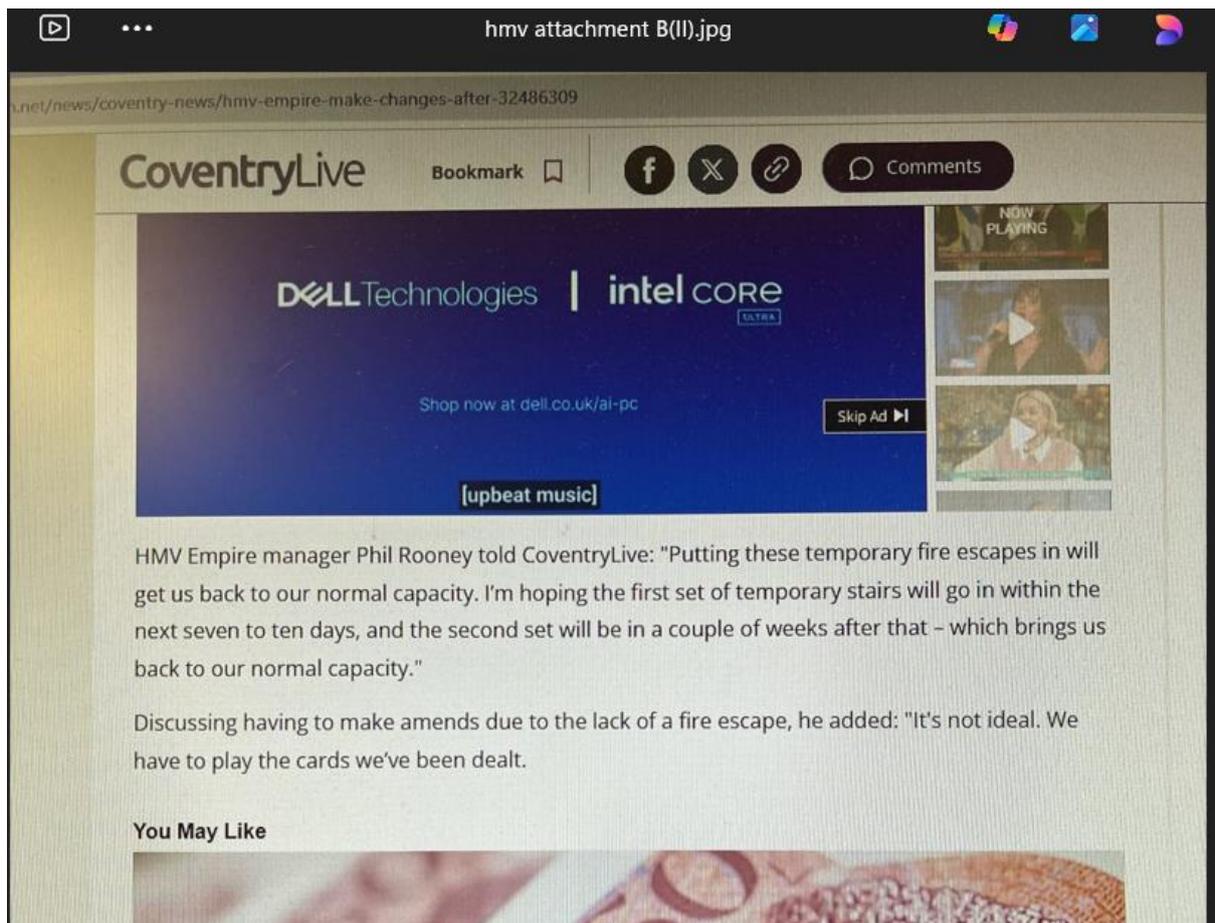
Rekha Masih

Rekha Masih
Licensing Team Leader

Law & Governance
Regulatory Services
Coventry City Council
PO Box 7097
Coventry
CV6 9SL







Attachment C – Occupancy Evidence Summary

On 14 November 2025 and 15 November 2025, contemporaneous counts were undertaken of all patrons entering HMV Empire during sold-out live music events.

The counts were conducted using continuous video recording positioned at the sole public entrance to the venue, and involved counting every individual entering the premises.

The results recorded:

- 14 November 2025: 1,087 patrons
- 15 November 2025: 1,123 patrons

These figures relate to patrons only and exclude staff, performers, crew and contractors.

The underlying video footage is available to the Licensing Authority and Responsible Authorities upon request.

Ian Jones

To: me, Cc: Gemma · Mon, 6 Oct 2025 at 15:45

Message Body

OFFICIAL

Hello Mr Boran

I fully understand your concerns as a parent myself and rest assured the safety of everyone using the premises is also our utmost priority, as the regulator for the Fire Safety Order we will ensure that the premises is safe.

With regards to your 4 areas, I can confirm the following, but I am not able to give formal details as this is between ourselves and the venue management.

For the occupancy figures I can state that the venues will not and has never had an occupancy for over 1300, using the available exits the figure is considerably lower and well under 1000 people.

With regards to the level of fire resistance within the building, there is a protected corridor in place to one side, however adding or changing this will not increase the numbers allowed and the agreed figures will be based on available exit routes, for travel distance the site is within the acceptable distance and is classed as having 2 exit routes. We will also undertake a site visit to ensure what is built is suitable and exit widths and routes allow for a safe follow of people.

Again I am limited in what I can confirm and I don't want you to feel like I am trying to brush you off as this is not the case, but as I am sure you will accept as a regulator I am not in a passion to give out information regarding an ongoing inspection or process, however, the structure will be subject to very regular inspection and certification by a competent contractor, it will also have management inspections and a risk assessment before any event.

We have reviewed all the information supplied by the venue and have undertaken site visits, this has been reviewed by a number of staff within the department including one of our fire engineers, we would not be looking for a third party to review this information as ultimately the final decision would sit with us and as such we would work on our own figures, again we are also not in a position to share the venue information with a third party.

I hope this offers you assurance that the venue will be working with a suitable and safe occupancy number which is more in line with the figures you have referenced,

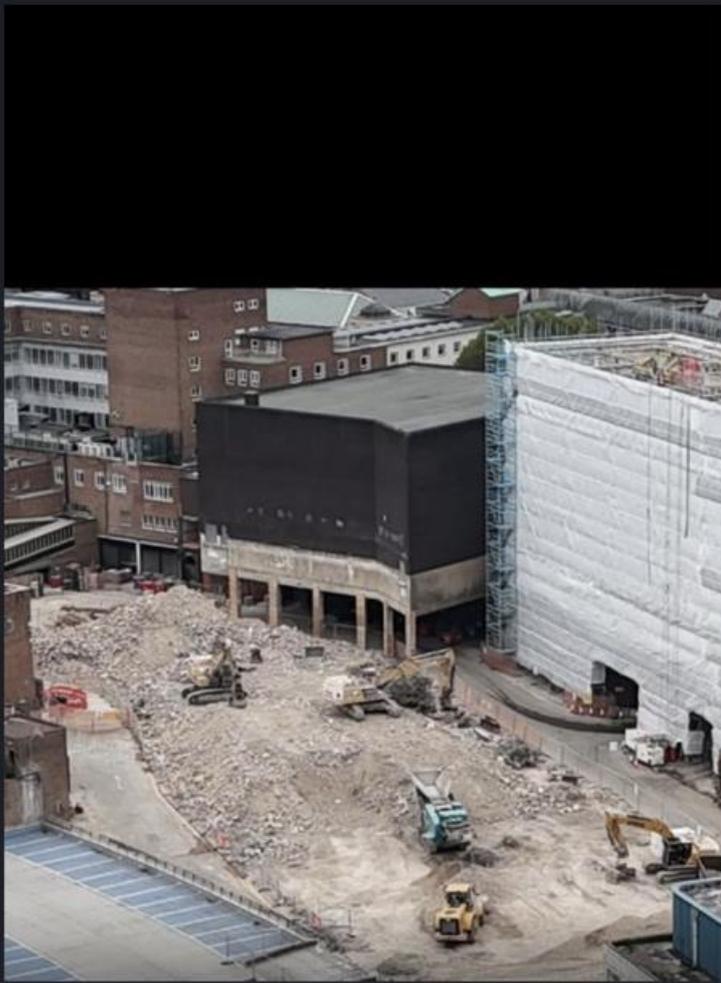
and that we take our responsibility very seriously to ensure the safety of the public and will use as needed and all powers available to us.

Regards
Ian

Ian Jones
Station Commander
Fire Safety
0121 380 7500
07973 810 344
ian.jones1@wmfs.net

OFFICIAL

HMV ATTACHMENT F (i).jpg





Clear

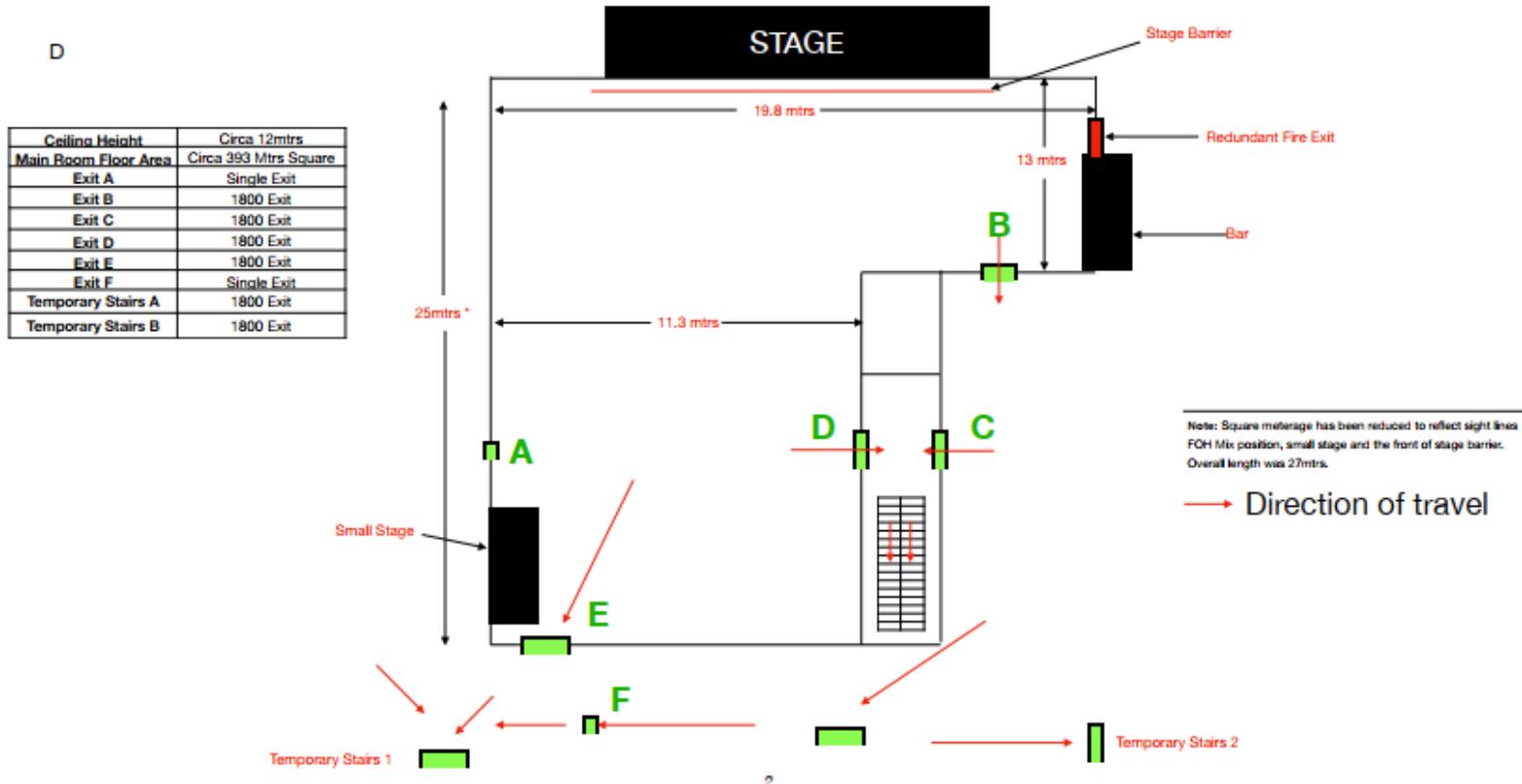
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HMV Empire Coventry Observations - Thursday, 20th November, 2025

Main Room Floorplan - Not to Scale



Introduction

I have been appointed by Mr Aran Boran to conduct an informal observation of the Fire Safety arrangements at the HMV Empire, Coventry, during a live event, due to their ongoing public safety concerns relating to occupant capacity and Means of Escape (MOE) from the premises. This observation was conducted on Thursday 20th November, 2025. Venue Management and WMFG were not made aware of this visit by myself. I took photographic evidence and measurements using a Bosch handheld professional laser.

I have reviewed the following documents and email correspondence:

- HAKI Rev A First Issue - 5m Public Access Stair - Project 3009, Sept 2025
- Coventry City Council Decision Notice - PL/2025/0001778/NMA
- Cover Letter for NMA - Ref 942/NMA - 10 Sept, 2025
- Email Correspondence between Mr Boran and Ian Jones (Station Commander) WMFG, who states that site visits have been conducted the final decision would rest with WMFG, who will work on their own figures.

I have advised Mr Boran that the WMFG are the Enforcing Authority under the RRFSGO (2005) and to raise any and all concerns directly with them.

I have not had oversight of the following:

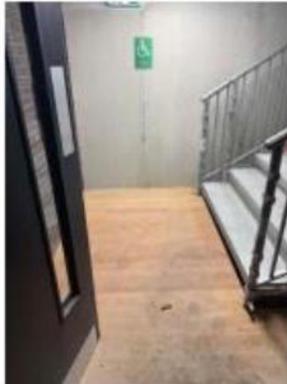
- Venue Fire Strategy
- Revised Fire Risk Assessment
- Revised Occupancy Calculations
- Automatic Fire Detection systems and Maintenance
- Fire Alarm System and Maintenance
- Emergency Lighting (I did observe that the venue had Emergency lighting during my visit)
- Fire Door Maintenance
- Venue Fire Fighting Equipment
- Venue Emergency Procedures
- Venue Showstop Procedure
- Staff Training
- Pre-Doors Safety Checks
- Personal Emergency Evacuation Plan (PEEP)
- Venue Occupant capacity (I was informed that the capacity was 1000 during my visit. Security staff told me this)

Security and Fire Marshal's

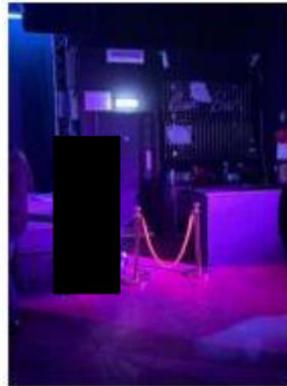
- On arrival I was not searched and did not see anyone else searched.
- Security seemed to be scarce, from my observations, and those that I did see were dressed in black tabards with Hi-viz stripes.
- I did not observe any security positioned by exits internally or externally, other than **Exit A** throughout the entire duration that I was in the venue.
- The final exits would have benefitted from having security positioned on them, to reduce the risk of obstructions by discarded bags and homeless individuals as the venue means of escape are reliant on the temporary staircases being functional.
- The lobby at the top of the escalators, would have benefitted from having security in situ, to reduce congestion and provide direction in the event of any emergency.
- The redundant fire exit, serving the rear of the mailroom, would have benefited from having a member of security located there instead of a sign. Those that are familiar with the venue may navigate towards this exit in an emergency otherwise.
- I did see one fire marshal during my visit, in a red tabard, but am unaware what their role was.

Signage

- The Final exit doors, served by the temporary staircases **1 & 2** would have benefitted from **FIRE EXIT KEEP CLEAR** signage but this was not present.
- If **EXIT A** - was redundant, the illuminated sign should not have been in use and should have been covered. It was not clear to me if this exit was part of the escape route or not.
- **Staircase B** - had a sign for an emergency evacuation chair but there was no evacuation chair present.



Staircase 2 Lobby



Exit A



Staircase 1 Final Exit



Staircase 2 Final Exit

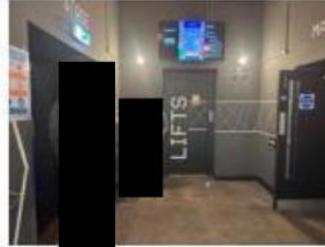
Means of Escape (MOE)



Exit A: Unclear if this Exit is in use but was illuminated



Exit B



Entrance Lobby: at the top of the escalators, with merging flows from Exits C and D



Exit D: Internal Image



Exit E: Internal Image



Exit F: Internal Image



Exit leading to Balcony from balcony bar



Escalators - from upper level lobby served by Exits C and D

Means of Escape Considerations

- **Exit A** - It was unclear to me if this exit was in use even though the sign was illuminated
- **Exit B** - Led through to the main bar towards Final Exits.
- **Exit C** - Fed from the Main bar area to the lobby at the top of the escalators. This lobby would have to cope with merging flows via **Exit D** and a reduced flow rate of the escalators which could only cope with a flow of single persons on each tread. The effective width of each escalator was measured as: **718mm** The combined effective width, of both escalators was **1436mm**.
- **Exit D** - Fed from the main room and would be reduced with merging flows from **Exit C** restricting flow rate. The combined effect of the 2 x 1800mm doors, feeding into escalators with an overall effective width of **1436mm** could create a bottleneck and further restriction of flow rate.
- **Exit E** - an **1800mm** double door which was restricted by the proximity of a raised smaller stage thereby reducing the effective width of these doors.
- **Exit F** - a single door exit located in the area adjacent to the balcony. This was obstructed by loose chairs and could impact flow rate in the event of an emergency.
- **Temporary Stair 1** - was served by a circa **1800mm** double door, with push bar. The internal width of the stairs was measured as **1612mm**. This route would have to contend with merging flows from **Exit E**, **Exit F** relevant persons descending from the toilets.
- **Temporary Stair 2** - was served by a circa **1800mm** double door, with push bar. The temporary staircase protruded into the lobby area reducing the available space to **1360mm** which would create a bottleneck and restrict flow through this area. Furthermore, the stairs created a 90 degree right turn which would further restrict flow.
- The largest exit was **Temporary Staircase 1**, which should be discounted from the overall exit capacity.
- Of note, other than **Exit A**, I did not observe any security staff positioned by exits (with exception of **Exit A**) or Final Exits of the temporary staircases, throughout the observational site visit.

Means of Escape Imagery



Exit F from balcony bar obstructed by loose chairs



Exit E from main room obstructed by small raised stage, reducing effective width and flow



Escalator width from main entrance serving **Exits C & D**



Staircase A - showing merging flows from **Exit F** and **toilets. Exit E** also feeds into this space



Unprotected cable on egress route from main entrance which is a trip hazard that could cause a crowd collapse



Staircase B from balcony has a circa 1800mm double door which the protruding staircase can be seen through the door glazing. This protrusion reduces the width from circa 1800mm to 1360mm and has a 90 degree right turn to contend with contributing to potential bottlenecks and restricted flow



Staircase A - On arriving at the venue, I looked at the Final exits from Staircase A and B. Staircase A had a discarded rubbish bag which would restrict the door opening width, restricting flow rate through this final exit.

Occupancy

- In a licensed premises, occupants will understandably consume alcohol which will reduce perception of risk, delays reaction times and underestimates danger.
- Conversations I had with a member of security informed me that the event had sold out and the capacity was **1000 persons**. I could not clarify if this was tickets sold, or tickets sold, guests and staff/touring crew.
- I observed a mobility impaired individual, with 2 x carers, in a mobility chair within the main room.
- Undesirable occurrences can happen even with the most robust policies, procedures in place which is why the Showstop Procedure plays such an instrumental element to incident management in an emergency for live events. The Showstop procedure serves to reduce pre-movement time, in sports and entertainment venues, particularly with amplified sound, as the alarm would not be heard over the PA.
- The venue alarm may well have had an automatic cut off to the sound with house lights automatically being turned on. I am unaware if this is the case.
- The main room was full from front to the rear. Crowd density was circa 3-4 people/metre square with more space near the rear. I find it hard to fathom how an additional 350 persons would fit comfortably in that space if the original capacity was 1350.
- The demographics ranged from younger individuals to mature adults with male/female split circa 65/35% but a calm atmosphere and no aggression whatsoever



Conclusion

As previously communicated, the WMFS has the final decision on occupancy and have full oversight of all relevant information pertaining to the venue and its fire safety arrangements. My assessment was based on observations from a site visit during a live event, with a fully sold out event and does not override the assessment of WMFS or the decision made by the local authority.

Means of Escape

Identifying the largest exit as **Staircase 1**, this left an overall remaining width of **2976mm** (that I am aware of, not including any exit width from **Exit A**). This allows a range of between **545 persons** and **559 persons**. What this does not factor in is the bottlenecks at **Staircase 2**, caused by the reduced lobby which is served by a circa 1800mm double door, the 90 degree immediate right turn onto the stairs, or the merging flows at the top of the escalators served by **Exits C and D**. All of these will reduce flow rate which will also be impacted by alcohol intake and crowd density levels within the main room.

The **reduced exit capacity at Exit E and Staircase 2** would restrict flow through these exits and I cannot see how a **2.5 minute** evacuation time would be achievable. It may be the case that WMFS has increased this time based on multiple other factors which I am unaware of. This should be taken up directly with WMFS.

Staircase 1 has to cope with merging flows from the upper level toilet, the main room, Via **Exit E** and those exiting via **Exit F**

The loose chair positioned by **Exit F** could obstruct MOE from this location and should be removed to keep this space clear at all times.

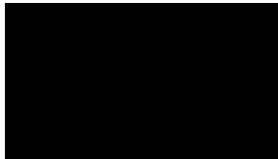
The venue need to cater for those that are mobility impaired. A sign for an evacuation chair, without an evacuation chair is concerning. Based on space restrictions, it may be better to locate an Evac chair by **Staircase 1**.

I did not see security staff positioned on exits within the premises, other than **Exit A** particularly as the venue layout is complex, with a reliance on temporary staircases and refurbishment works to facility the Means of Escape, even for a sober person as I was. If you were unfamiliar with the venue, there would be a lot of reliance on announcements on a PA, or from the stage, and directions from security who when dressed in black tabards were not as visible as they could have been.

Regular checks of final exits should be conducted by security to ensure there are no obstructions that would impede any evacuation through these final exits. These inspections should be logged as should a pre event safety check.

The trailing cable by the front entrance should have been picked up in any pre event safety check. This was a concern for me on ingress but to see it there, exactly as we had seen it earlier, was of particular concern.

Your concerns are valid based on what I have seen however, I must remind you that I hold no authority to make any decision, nor have I had oversight on the documents and other related information, that WMFS would have been privy to, as set out in this document. This document is based only on my observations on 20th November, 2025.



Street Scene & Regulatory Services
Licensing Department

Coventry City Council
PO Box 15
Council House
Coventry
CV1 5RR

licensing@coventry.gov.uk
www.coventry.gov.uk

Phone: 024 7697 5496

Our reference WK/223000956

Date: 18 January 2023

Dear Mr Silver

Licensing Act 2003 – Premises Licence
HMV Empire, 19-25 Hertford Street, Coventry, CV1 1LF

Please find enclosed the Premises Licence number LN/221000588 issued under the Licensing Act 2003 for HMV Empire, 19-25 Hertford Street, Coventry, CV1 1LF.

Your licence may be subject to conditions which will appear on your licence; you should ensure these conditions are met along with embedded conditions or conditions carried across from existing licences. If you are unsure about the conditions, please contact a Licensing Officer.

Mandatory Conditions are also attached to your licence as provided by the Act and subsequent 2010 and 2014 Orders, these can be found at Annex 1.

In addition, you must have regard to the following:

Duty to keep the licence

The premises licence or a certified copy of it must be kept at the premises. The summary of the licence must be clearly displayed at the premises.

Duty to produce the licence

Any Police Officer or authorised officer of the licensing **authority may require the holder of a premises licence to produce it for examination.**

Company Dissolution/Insolvency

If your company becomes insolvent or is dissolved, any licence held under the Licensing Act 2003 will immediately lapse. If there has been less than 28 days since the company was dissolved you could apply to transfer the licence with immediate effect. Please contact the Licensing Team immediately to discuss your options.

Surrender of the licence

If you wish to surrender the licence you must notify this department and return the premises licence in full.

Change of name or address

You must tell this department if you change your name or address and return the premises licence.

Change of Designated Premises Supervisor

If you wish to change the premises supervisor named on the licence you must apply to this department and give notice to the Police.

Changes to licence

If you want to change your operation, add new activities, change the hours or remove conditions then you may need to apply for a variation of your licence or a temporary event notice. Please contact us for further advice.

Failure to comply with any of the above requirements is an offence.

Your new licence is subject to an annual fee - We will send you an invoice in advance of the renewal date. Please contact the Licensing Team on 024 7697 5496 if you require further assistance.

Additional Information - Live Music Act 2012

From Monday 1st October 2012 the licensing requirements for public entertainment in licensed premises changed:

- the provision of facilities for making music/dancing is no longer needed to be licensed;
- the provision of live music between 08:00 and 23:00 hrs in on-licensed premises whilst alcohol is available no longer needs to be licensed if the music is unamplified, or
- if the music is amplified, takes place in the presence of an audience of no more than 200 persons;
- any conditions on a premises licence that govern the performance of live music are suspended whilst the above exemption applies, unless licensing controls have been re-applied by a licence review hearing.

Further information can be obtained from www.culture.gov.uk

Yours sincerely

Jody Glover
Licensing Officer

Licensees are reminded not to use fly posting to advertise events at their premises. The Council have a zero tolerance toward fly posting which is a criminal offence under the Town & County Planning Act 1990 and the Highways Act 1980. Legal action can be taken against any person deemed to have benefited from the advert.

LICENSING ACT 2003

Full Premises Licence

HMV Empire

Premises licence number	LN/221000588
--------------------------------	---------------------

Part One – Premises Details

Postal address of premises, or if none, ordnance survey map reference or description HMV Empire 19-25 Hertford Street	
Post town Coventry	Post code CV1 1LF
Telephone number	

Where the licence is time limited the dates N/A

The times the licence authorises the carrying out of Licensable Activities		
Indoors & Outdoors		
Performance of a Play	From	To
Sunday	09:00	06:00
Monday	09:00	06:00
Tuesday	09:00	06:00
Wednesday	09:00	06:00
Thursday	09:00	06:00
Friday	09:00	06:00
Saturday	09:00	06:00

Indoors		
Exhibiting Film	From	To
Indoor Sporting Event		
Boxing/wrestling entertainment		
Live Music		
Recorded Music		
Performances of Dance		
Other entertainment		
Sunday	09:00	06:00
Monday	09:00	06:00
Tuesday	09:00	06:00
Wednesday	09:00	06:00
Thursday	09:00	06:00
Friday	09:00	06:00
Saturday	09:00	06:00

LICENSING ACT 2003

Full Premises Licence

Indoors			
Late Night Refreshment			
Sunday		23:00	05:00
Monday		23:00	05:00
Tuesday		23:00	05:00
Wednesday		23:00	05:00
Thursday		23:00	05:00
Friday		23:00	05:00
Saturday		23:00	05:00

On The Premises			
Supply of Alcohol		From	To
Sunday		09:00	06:00
Monday		09:00	06:00
Tuesday		09:00	06:00
Wednesday		09:00	06:00
Thursday		09:00	06:00
Friday		09:00	06:00
Saturday		09:00	06:00

Hours			
Open to the Public		From	To
Sunday		09:00	06:00
Monday		09:00	06:00
Tuesday		09:00	06:00
Wednesday		09:00	06:00
Thursday		09:00	06:00
Friday		09:00	06:00
Saturday		09:00	06:00

Where the licence authorises supplies of alcohol whether these are on and/or off supplies
ON & OFF SALES

Part Two

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

DCB Empire Ltd
Coventry
CV3 6LX

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

LICENSING ACT 2003

Full Premises Licence

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

Ian James Silver

[REDACTED]
[REDACTED]
[REDACTED]

Personal Licence Number and Issuing Authority of Personal Licence held by Designated Premises Supervisor where the premises authorises the supply of alcohol

Licence number - **CV219000551 - Coventry City Council**

Dated this 18th January 2023

[REDACTED]

Regulatory Services Manager
Regulatory Services
Licensing Team
Streetscene & Regulatory Services
PO Box 15
Coventry City Council
Earl Street
Coventry
CV1 5RR

Annex 1

Mandatory Conditions

Section 19 Licensing Act 2003

Where this licence authorises the supply of alcohol,

1. No supply of alcohol may be made under the licence:
 - a. at a time when there is no designated premises supervisor (DPS) in respect of the licence, or
 - b. at a time when the DPS does not hold a personal licence or that licence is suspended

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

Section 20 Licensing Act 2003

Where this licence authorises the exhibition of films,

- (1) the admission of children to the exhibition of any film will be restricted.
- (2) Where the film classification body is specified in the licence, unless otherwise stated, admission of children must be restricted in accordance with any recommendation made by that body.
- (3) Where :
 - i. the film classification body is not specified in the licence,
or
 - ii. the licensing authority has notified the holder of the licence that this subsection applies to the film in question,
admission of children must be restricted in accordance with any recommendation made by that licensing authority.

Section 21 Licensing Act 2003

Where this licence includes a condition that at specified times one or more individuals must be on the premises to carry out a security activity, each such individual must be licensed by the Security Industry Authority.

The Licensing Act 2003 (Mandatory Licensing Conditions) Order 2014

Where a licence authorises alcohol to be consumed on the premises the following conditions apply:

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.”

Licensing Act 2003 (Mandatory Licensing Conditions) Order 2014

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.

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—

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

Conditions consistent with the Operating Schedule

Licensees Statement of Operating Schedule as attached including:

Part 1

- A) General all four licensing objectives
- B) The Prevention of Crime and Disorder
- C) Public Safety
- D) Prevention of Public Nuisance
- E) Protection of Children from Harm

Voluntary conditions agreed with Responsible Authorities

Conditions Agreed with Police:

1. The Premises Licence Holder will give at least 28 days' notice of high-risk events taking place at the venue to the Police & Licensing Authority.
2. A CCTV system shall be maintained and operated at the premises with cameras positioned both internally and externally. Recorded CCTV images will be maintained and stored for a minimum period of twenty-eight days and shall be produced to the Police or Responsible Authority upon request. CCTV will always be in operation when a licensable activity is taking place within the premises. Where CCTV is recorded onto a hard drive system, any DVD/USB subsequently produced will be in a format so it can be played back on a standard PC or DVD player. Any person left in charge of the premises must be trained in the use of any such CCTV equipment and be able to produce CCTV images to an officer from a responsible authority upon request. Plans indicating the position of CCTV cameras to be submitted to the Police prior to the premises opening.
3. A personal licence holder must be present on site at all times the premises are open for a licensable activity.
4. The DPS / Venue management will provide West Midlands Police with a copy of the venues operational risk assessment prior to the venue opening, this risk assessment will be subject of review should crime/ disorder have occurred.
5. SIA registered door staff shall be employed at the premises.
6. When employed, a register of SIA door staff shall be maintained at the premises and shall include: the identity of each member of door staff, their SIA registration number & the times the door staff are on duty.
7. When employed SIA door staff will wear high visibility tabards & their accreditation.
8. The number of SIA registered door staff required will be assessed by the nature of the event/ performance, private booking scheduled to take place and the venues security DOT risk assessment grading.
9. The venues dispersal policy, drugs policy, searching policy & evacuation policy will be provided to West Midlands Police as part of the venues operations plan before opening and be subject to review should crime or disorder subsequently occur.

10. The venue management will be responsible for deploying staff to manage any queues formed outside the premises, so as not to cause public nuisance or public safety issues.

11. All Staff employed at the premises will receive induction and regular refresher training every 6 months in theirs and the company's legal obligations under the Licensing Act 2003. A record of staff training will be maintained. A refusals book will be maintained at the premises and made available to an officer of a responsible authority upon request.

Part 2

Conditions reproducing the effect of all conditions currently attached to the existing licence (both standard and special conditions).

Licensing Act 1964 – None

Theatres Act 1968- None

Cinemas Act 1985 - None

Local Government (Miscellaneous Provisions) Act, 1982 – None

Annex 3

Conditions Attached after a Hearing by the Licensing Authority

Annex 4

Plans

The Plan attached to this licence as attached.

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

Coventry Empire – LN/221000588

a) General – All four Licensing Objectives

The venue and the program will be planned and managed by experienced professionals with a track record of successful

venue management and outdoor events to ensure the promotion of the licensing objectives.

- PL license holder or representative, will attend SAG meetings as required and work with local and enforcing authorities to

promote the licensing objectives.

- Production of comprehensive suite of safety and operational documents including but not limited to an Operations Manual, Fire Risk Assessment and Emergency Evacuation Plan.

- Access to ticketed events shall be controlled with tickets purchased in advance or at the door.

- Safe capacities will be maintained in line with the venues FRA and to promote the safe use of the premises.

- Challenge 25 shall be in place and managed.

- A refusal log will be kept and staff required to use and manage the log.

- Persons appearing or deemed to be drunk or aggressive, shall not be permitted entry to the venue and or may be removed from the premises. Such actions will be logged.

- Guests found to be in a vulnerable situation will be supported in making safe onwards travel / arrangements.

- The venue shall make all reasonable efforts to engage with, local pub watch, relevant city centres schemes and support

cultural activities and programmes across the city.

- 2 way comms system will be used within the venue to communicate normal operational and emergency plans to key staff.

- Notices will be prominently positioned reminding patrons to respect the venue neighbours upon egress and when making

their onward journey.

- Venue PA systems will be used to communicate emergency messages and announcements to patrons and any other staff

- Facilities exist and have been established for less-abled patrons wishing to use the venue, this includes access arrangements and welfare facilities.

b) The prevention of crime and disorder

- SIA accredited staff in accordance with the mandatory condition section 19 of the act.

- Removal of any items of contraband from patrons in line with the venues drug policy.

- Support and engage with any relevant crime initiatives with the police.

- CCTV system within the venue and throughout public areas. Recordings shall be made available to the police upon request.

- Engagement with police to raise awareness around potentially problematic acts

- The venue has available specific Alcohol and Drugs policies that will form part of the staff training

c) Public safety

All necessary risk assessments have been carried out in accordance with relevant legislation.

- Escape routes will be maintained, well lit and facilitate safe passage away from the venue. They will be suitable in type and capacity.
- The premises will employ the services of a competent safety advisor where necessary.
- Any temporary structures and other major infrastructure elements will be subject to a formal sign off by a competent person prior to use of opening.
- Premises will ensure sufficient available of staff trained in first aid for the capacity of the premises.
- Provision of first aid trained staff within the venue and designated medical kit(s) within the venue.
- The medical kits to be accompanied by an agreed method for alerted the blue light services, the venue will adopt the JESSIP model in this instance.
- Welfare facilities are available and managed within the venue for patrons require medical and or welfare attention.
- No alcohol shall be served in glass vessels and patrons shall not be permitted to bring glass into the venue.
- Glass will be used in the bar areas but not in main venue, this will be decanted into a plastic container.
- Persons leaving the bar areas and wishing to enter the venue area, shall be required decant their drinks into plastic vessels.

d) The prevention of public nuisance

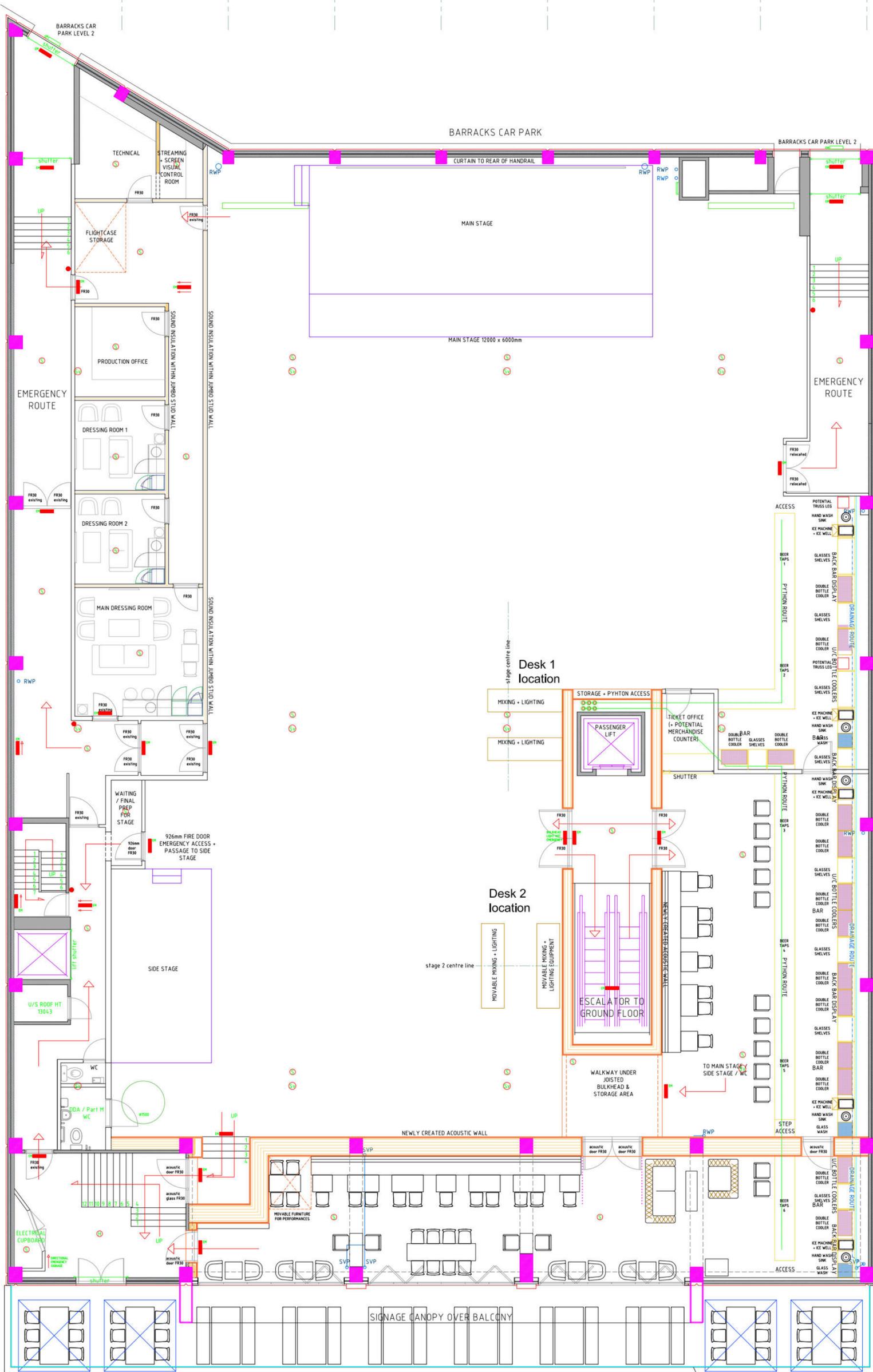
A noise management plan and propagation tests will be produced for the venue.

- The position of direct lighting (e.g. floods) fixed to exterior of venue shall not be in such a way which affects local residents but must be balanced to provide adequate / suitable lighting levels for navigation to and from the venue.
- No build-up of litter or waste will be permitted within the immediate vicinity of the premises and within the premises license holders control.
- Notices will be prominently positioned reminding patrons to respect the venue neighbours upon egress and when making their onward journey.

e) The protection of children from harm

- Challenge 25 will be implemented and managed.
- Any under 18 events will require patrons up to the age of 16 to be accompanied by a responsible adult.
- Such events will also be staffed by DBS accredited marshal(s) / guardian(s).
- Patrons 18 and over attending under 18 events shall be eligible for an over 18's wristband. Challenge 25 shall be managed, and successful applicants given an over 18s wristband for the event.
- To inform Police & Licensing of under 18 events 2 weeks in advance.
- Venue staff will be required to remain vigilant to underage drinking.
- No under 18's shall work at the licensed venue unless a suitable and sufficient Risk Assessment has been carried out and all control measures effectively implemented.
- Lost / vulnerable persons policy will form party of staff training.

S R N L J F D B A



- 9
 - 8
 - 7
 - 6
 - 5
 - 4
 - 3
 - 2
- Fire Alarm Panel
 - LED Emergency Diode
 - LED Emergency Exit Light Bulkhead
 - LED Emergency Exit Light Blade
 - LED Emergency Exit Light (exterior)
 - Smoke Detection
 - Smoke Detection within void
 - Heat Detection
 - Call Point / Break Glass
 - Sounder Beacon
 - Route of travel

1st Floor Main Hall Layout
Proposed Emergency Fire System

S P K G C A

LICENSING ACT 2003

Summary Licence

To Be Displayed

HMV Empire

Premises licence number	LN/221000588
--------------------------------	---------------------

Postal address of premises, or if none, ordnance survey map reference or description HMV Empire 19-25 Hertford Street	
Post town Coventry	Post code CV1 1LF
Telephone number	

Where the licence is time limited the dates N/A

The times the licence authorises the carrying out of licensable activities		
Indoors & Outdoors		
Performance of a Play	From	To
Sunday	09:00	06:00
Monday	09:00	06:00
Tuesday	09:00	06:00
Wednesday	09:00	06:00
Thursday	09:00	06:00
Friday	09:00	06:00
Saturday	09:00	06:00

Indoors		
Exhibiting Film	From	To
Indoor Sporting Event		
Boxing/wrestling entertainment		
Live Music		
Recorded Music		
Performances of Dance		
Other entertainment		
Sunday	09:00	06:00
Monday	09:00	06:00
Tuesday	09:00	06:00
Wednesday	09:00	06:00
Thursday	09:00	06:00
Friday	09:00	06:00
Saturday	09:00	06:00

Indoors		
Late Night Refreshment		
Sunday	23:00	05:00
Monday	23:00	05:00
Tuesday	23:00	05:00
Wednesday	23:00	05:00
Thursday	23:00	05:00
Friday	23:00	05:00
Saturday	23:00	05:00

LICENSING ACT 2003

Summary Licence To Be Displayed

On The Premises			
Supply of Alcohol		From	To
	Sunday	09:00	06:00
	Monday	09:00	06:00
	Tuesday	09:00	06:00
	Wednesday	09:00	06:00
	Thursday	09:00	06:00
	Friday	09:00	06:00
	Saturday	09:00	06:00

Hours			
Open to the Public		From	To
	Sunday	09:00	06:00
	Monday	09:00	06:00
	Tuesday	09:00	06:00
	Wednesday	09:00	06:00
	Thursday	09:00	06:00
	Friday	09:00	06:00
	Saturday	09:00	06:00

Where the licence authorises supplies of alcohol whether these are on and/or off supplies
ON & OFF SALES

Name, (registered) address, telephone number and email of holder of premises licence
DCB Empire Ltd
Coventry
CV3 6LX

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

Name of Designated Premises Supervisor where the Premises Licence authorises the supply of alcohol
Ian James Silver

State whether access to the premises by children is restricted or prohibited
N/A

Dated this 18th January 2023

[REDACTED]
Regulatory Services Manager
Regulatory Services
Licensing Team
Streetscene & Regulatory Services
PO Box 15
Coventry City Council
Earl Street
Coventry
CV1 5RR

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HMV Empire

Broadgate House (above)

Bank

Bank

TCBs

88.1m

Greyt
Ho

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Other data © Coventry City Council

Sub Sta

Page 6

Environmental Protection
Coventry City Council
One Friargate
Coventry CV1 2GN



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Coventry City Council

LICENSING ACT 2003

LICENSING SUB-COMMITTEE

HEARING PROCEDURE NOTE

1. The Members of the Sub-committee will enter the hearing room.
2. The Chair will introduce the Members of the Sub-committee and its supporting officers (normally a legal adviser and a minute taker) and will ask each of the parties (and their representatives) to identify themselves.
3. The Chair will ask if the parties have received and understood the procedure note (and in particular that cross-examination by the parties is not allowed) and whether anyone present would like the procedure explained further?
4. The Chair will confirm any relevant further documents the licensing authority has received before the hearing and will be considering, and will ask the parties whether there are any other documents they now wish to present (subject to the other parties' consent) and their reasons for doing so.
5. The Chair will ask if any party wishes to call witnesses in support of their case and their reasons for doing so.
6. The Licensing Officer will give a brief description of the application, confirm whether all relevant application formalities have been complied with and where relevant, that the authority has notified the parties of any points that the authority wanted clarification on at the hearing?
7. The Chair will invite the applicant/licensee/review applicant (or representative) to present their case (maximum 20 minutes).
8. The Chair will invite Members of the Sub-committee to ask the applicant/licensee/review applicant (or representative) questions.
9. The Chair will invite each objector/review review respondent (or representative) to present their case (maximum 20 minutes each)
10. The Chair will invite Members of the Sub-committee to ask each objector/review respondent (or representative) questions.
11. The Chair will invite each objector/review respondent (or representative) to sum up their case and if they wish, to comment on anything said by any other party (maximum 10 minutes).
12. The Chair will invite the applicant/licensee/review applicant to sum up their case and if they wish, to comment on anything said by any other party (maximum 10 minutes).

*[13. The Members of the Sub-committee will retire with their supporting officers to make their decision.

14 The Members of the Sub-committee and their supporting officers will return to the hearing room and the Chair will invite the Committee Solicitor to inform the meeting of the decision made, any facts relied on, the reasons for the decision and any specific legal advice given.

15. The Sub-committee's decision will be confirmed in a written Notice of Determination that will be issued to all parties within 5 working days of the determination.

* Where permitted by the Act, the Chair may close the meeting at this point and re-convene the meeting in private at a later date for the Sub-committee to make its decision.



Coventry City Council

Licensing Act 2003

Briefing Note 3 – Hearing to Consider a Premises Licence Variation Application

Background

The holder of a premises licence can apply to vary the terms of that licence. A variation application cannot be used to extend the life of a time-limited premises licence or to substantially alter the premises covered by the licence. A new premises licence application would be required to achieve this involving a fresh "Operating Schedule" and plan.

A hearing is required because "relevant representations" (i.e. relevant to the licensing objectives) have been made by a "responsible authority" (i.e. police, fire or local government agencies) or any other person or both.

Section 182 Guidance (Apr 2018)

Particular reference should be made to Parts 8.66f, 9 and 10.

Local Statement of Licensing Policy (2016)

Particular reference should be made to Parts 4, 5, 6, 7

Human Rights Act

The hearing procedure and the availability of a statutory right of appeal comply with the Article 6 requirement to provide a fair hearing when determining the applicant's and objectors' civil rights. A decision to vary a licence will only be regarded as infringing the Article 8 rights of local residents/businesses if any noise/disturbance likely to be caused is of an extreme nature. Given the police powers to close premises in these circumstances this is unlikely to be an issue at application stage.

The Sub-committee's powers

Having heard from the applicant and the other parties the sub-committee may:

- (a) grant the application; or
- (b) grant the application in part or with additional or modified conditions; or
- (c) reject the application outright

Different conditions can be made to apply to different areas of the premises or to different licensable activities taking place on the premises.

Rights of Appeal

An aggrieved applicant can appeal to Coventry Magistrates' Court against any decision made by the sub-committee that falls within (b) and (c) above. An aggrieved objector can also appeal against the grant of an application (i.e. (a) and (b) above).

Monitoring/Enforcement

If an application is approved, monitoring and enforcement of Premises Licence conditions will be carried out in accordance with the Licensing Enforcement Policy.



Notice of Attendance

(Reg.8 Licensing Act 2003 (Hearings) Regulations 2005)

Date/Time of Hearing: Wednesday 11 March 2026 at 10.00 am

Applicant: DCB Empire Ltd

Premises: HMV Empire, 19-25 Hertford Street, Coventry, CV1 1LF

Please complete this form (* delete as appropriate) and return along with any papers referred to in section 6 below. Please send by email to the officer dealing, or to the Licensing Team, Coventry City Council, PO Box 7097, Coventry, CV6 9SL.

Or e-mail: licensing@coventry.gov.uk

1. Please print your name .. A. BORAN & O. BARNLEY

2. I would like this matter to be decided with without a hearing

3. I will ~~will not~~ be present at the hearing

4. I will ~~will not~~ be represented at the hearing. Give the name and address of your representative:

TBC
.....
.....
.....

5. I do ~~do not~~ want permission for a witness to address the hearing in support of my case. If so, please provide the following information:

a) the name and address of each witness

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

b) the points to be raised by each witness

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

6. I ~~do~~ do not want the hearing to consider further documents in addition to my application/representation. If so, list the documents and the points to which they relate in the space below:

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

Any documents not listed here may only be allowed with all the other parties' consent.

Signed ..  ..

Date. 02-03-2026

Note:

Representations can only be made in relation to the four licensing objectives as detailed in Coventry City Council's Statement of Licensing Policy attached.

Failure to return this form by the date indicated may result in you losing your right to take part in the hearing.