

Appendix E

Intervention Meeting

Welcome to Shepway where the leisure industry is an important part of our District's cultural, employment and financial life. Equally important is the residents' right to enjoy their homes. Shepway District Council wants members of the public, residents, local business, Councillors and Officers to engage in constructive dialogue to resolve any issues that arise through compromise and cooperation.

The Council is keen to support the local economy whilst ensuring that this aligns this with the needs of the local community as a whole, and in particular, residents and neighbours.

The experience of the Officers is that a significant:

- (i) number of concerns relate to noise levels and / or anti-social behaviour
- (ii) proportion of issues can be solved amicably without the need for a formal complaint.

Shepway District Council would like to offer the opportunity for premises licence holders and anyone that has a concern about the operation of a business with a premises licence, eg public house, restaurant, bar, club etc to discuss any issues in an informal atmosphere in order to reach an acceptable and reasonable solution for all concerned.

It must be stressed that no one is compelled to participate in the process but parties are encouraged to take part as an Intervention Meeting could provide a speedy, satisfactory and cost effective conclusion without resorting to lengthy and onerous enforcement action and / or Licensing Sub-Committee Hearings and / or Court proceedings. In addition, a positive outcome for all concerned, promotes good relations in the future to resolve issues directly.

If you wish to request an Intervention Meeting, please complete the form below and return it to Licensing Team, Shepway District Council, Civic Centre, Castle Hill Avenue, Folkestone, Kent CT20 2QY licensing@shepway.gov.uk

Information received by all parties will be exchanged before the meeting, so parties can understand and look to address any issues raised with the aim to find a resolution within the meeting. The process will terminate at any stage if any person wishes to withdraw.

Part 1 Name (*Please print*):

Contact details – please complete on reverse

Premises concerned:

Address of premises:

| | Party 1 | Party 2 Premises Licence Holder | Premises Licence Implications SDC Licensing Officer | Resolution / Outcome Review Date |
|---|---------|---------------------------------------|---|-------------------------------------|
| What is /are the issues which you are looking to address and resolve? | | | | |
| Is this an issue that you have raised before, and if so what was the outcome? | | | | |
| What would you hope to see put in place to address and resolve the issues | | | | |

Name (*Please print*):

Address:

Contact details: **e-mail**

Telephone number(s)

Please tick this box if you authorise The Licensing Officer to share your contact details with other parties, including the premises licence holder, in respect of this matter. The information will only be shared for the purposes of the Intervention Meeting.

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Please return the completed form to

Licensing Team, Shepway District Council, Civic Centre, Castle Hill Avenue, Folkestone, Kent CT20 2QY

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