

# SmokeFree Coventry

Achieving a Smoke Free Workplace

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[www.smokefreecoventry.org.uk](http://www.smokefreecoventry.org.uk)

## Licensing Considerations

### Licence to place tables and chairs on a highway

This is the licence required when a premises wishes to have chairs and tables outside their premises on a highway, pavement or thoroughfare, and costs between £200 - £300 depending upon the complexity of the agreement made between the applicant and the City Council.

The procedure for obtaining such a licence is;

- Contact Davinder Chohan of the Traffic and Management Team on 024 7683 2039.
- A site visit may be necessary in order for the application to progress.
- It is important to discuss the potential of the site with the Traffic and Management Team to determine the suitability of the application.

If the application is progressed, planning permission is required before formally applying for the 'Licence to Place Tables and Chairs on the Highway', unless the premises are within the City Centre on adopted highway. If the premises are within the City Centre and on private land, planning permission is still required.

Please note: There is a considerable cost to the applicant of getting plans drawn, planning applications submitted and documents prepared.

If the premises are outside the city centre, planning permission will be required. In all cases, where the intention is to place tables and chairs on private land (for example a forecourt or car park), then checks should still be made with the planning department to ensure there are no restrictions or covenants preventing tables and chairs being placed outside.

If all of the above process is followed, applications will be accepted and a licence issued.

### Contact information

Davinder Chohan, Traffic and Network Management  
Coventry City Council, Civic Centre 4  
Much Park Street, Coventry CV1 2PY

Tel 024 7683 2037

Email [davinder.chohan@coventry.gov.uk](mailto:davinder.chohan@coventry.gov.uk)



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## "Pass outs" for smoking

For some licensed premises where an entrance fee is charged, licencees will need to consider how to deal with individuals who may wish to go outside for a smoke, where there is no access to any outside smoking area from within the premises. If procedures are put in place to allow customers to leave and return, the following matters need to be considered.

- does your licence permit pass outs at all times? – you may need to vary your licence.
- will customers be able to take drinks outside with them? – there are safety / disorder / glass considerations. Also the impact of the Designated Public Places Order – the Police have powers to confiscate alcohol being consumed on the streets where there are public order issues.
- will there be conflict with people queuing to enter the venue?

## Use of outdoor areas

What are the implications of bringing into use an outdoor area for smoking and/or the erection of a smoking shelter in an outdoor area.

- does your licence or planning permission have any time restrictions on the use of outdoor areas? You may need to vary your licence or planning consent.
- you may need planning permission to erect a shelter outside the premises (see planning advice sheet)
- how will you supervise outdoor areas?
- if you have CCTV installed, would you need to extend the system to cover the outside area? You may need to discuss this matter with your Police licensing officer.
- if you want to use an adjacent pavement area for tables and chairs you will need a 'Pavement Projection Licence' from the City Council.

## 'Beer Gardens'

The legislation comes into effect on 1st July at the beginning of summer. Outdoor garden areas are ideal for smokers, but how do you provide outdoor garden areas for the customers who do not want to be surrounded by smoke? Garden areas could be segregated or the seating could all be made smoke free with a small area set aside for smokers, complete with cigarette bins.

