

Electric Shuffle: Additional Supplementary Information

Circular Letter Sent by email to the following:

Mr Latham	02/01/2019 11:49
Mr Shamash	02/01/2019 11:46
Ms Sevda Gun	02/01/2019 11:45
Ms Holland	02/01/2019 11:44
Mr C Sotis	02/01/2019 11:44
Ameen Khan	02/01/2019 11:43

Dear

We are instructed to represent the applicants for the premises licence at the above premises. We have been provided with a copy of your objection to the application and we thought it would be helpful to introduce ourselves and our clients. We also thought it may help to explain a little more about the premises licence application and the detail contained within it.

Recorded Music

As you may already be aware the premises will be obliged to promote the licensing objectives, one of which is to ensure the prevention of public nuisance.

These premises are being constructed in such a fashion so as to ensure that recorded music played at the premises cannot, and will not, escape the premises into neighbouring residential properties. The planning application/permission for these premises will expressly and specifically prohibit that occurring.

Our clients have instructed an acoustic consultant to produce a report so as to help facilitate their constructing the premises to comply with those obligations. We have provided a copy of that acoustic report to the licensing authority and we have asked them to make that report available to you. The acoustic consultant has provided a brief summary of that report to act as an easy method of attending to the concerns articulated. The original assessment report sets out the mitigation measures required which also include new enhanced doors to be fitted at the rear of the premises to ensure that noise breakout into Gun Street doesn't occur.

In passing we should say that the exit at Gun Street is just that, a fire exit. No customers will be permitted access to the premises through those rear doors. And as per the conditions below we propose to ensure that this area is suitably monitored and patrolled by door staff as key times.

Hours of Operation

As you may be aware these premises were previously licensed under the same legislation to Byron. Our understanding of their licensing permission was that it extended to midnight Monday through Saturday inclusive, with 30 minutes "drinking up time" additionally permitted. It is not our understanding that there were any concerns about the operation of this business during its previous occupation.

Gun Street

Some residents have articulated some concern about the effect that this premises may have on Gun Street.

The following conditions have all been proposed within the context of the premises licence application:-

General (all Licensing Objectives)

1. There shall be a minimum of 7 playing surfaces available at any time the premises is open to the public. Playing surface means the shuffleboard playing area, which consists of a designated area for playing shuffleboard.
2. Substantial food and suitable beverages other than alcohol (including drinking water) shall be available at all times when alcohol is supplied at the premises.
3. The Premises Licence Holder will ensure that staff are trained, as appropriate, in respect of relevant licensing law; crime scene best practice and upon the sale of alcohol to drunks and to persons underage.
4. There shall be no admittance or re-admittance to the premises after 23:30 except for patrons permitted to temporarily leave the premises to smoke.
5. A direct telephone number for the manager at the premises shall be publicly available at all times the premises is open. This telephone number is to be made available to residents and businesses in the vicinity.

The Prevention of Crime and Disorder

6. A digital hard drive CCTV system shall be in operation to cover internal and external areas of the premises and any area where customers have legitimate access shall be sufficiently illuminated for the purposes of CCTV.
 - a. All CCTV recorded images shall have sufficient clarity/quality/definition to enable facial recognition.
 - b. CCTV footage shall be kept in an unedited format for a period of 31 days; any footage subsequently produced shall be in a format so it can be played back on a standard personal computer or standard DVD player.
 - c. Any manager left in charge of the premises shall be trained in the use of any such CCTV equipment and able to produce/download/burn CCTV images upon request by an authorised officer from a Responsible Authority.
 - d. CCTV shall be maintained on a regular basis and kept in good working order. CCTV maintenance records to be kept details of contractor used and work carried out to be recorded.
7. The need for door security shall be assessed by the Premises Licence Holder or Designated Premises Supervisor and door staff shall be employed when and where the risk assessment deems this appropriate. The number of Door Supervisors employed at the premises when licensable activities are taking place, their locations and the times they will be employed will be decided in consultation with the Tower Hamlets Police Licensing Officer.
8. Any person who tries to gain entry to the premises who is involved in disorderly conduct or anti-social behaviour outside the premises shall not be permitted entry. The Premises Licence Holder or Designated Premises Supervisor shall ensure that any person within the premises who is involved in disorderly conduct or any anti-social behaviour within the premises shall be removed from the premises.
9. No customers shall be allowed to leave the premises while in possession of any drinking vessel or open glass bottle, whether empty or containing any beverage. This includes patrons using any smoking area.
10. The premises licence holder shall ensure that any patrons smoking outside the premises do so in an orderly manner and are supervised by staff so as to ensure that there is no public nuisance or obstruction of the public highway.
11. An incident log shall be kept at the premises, and made available on request to an authorised officer or the Police, which will record the following:
 - a. All crimes reported to the venue
 - b. All ejections of patrons
 - c. Any complaints received
 - d. Any incidents of disorder and violence
 - e. All seizures of drugs or offensive weapons

- f. Any faults in the CCTV system or searching equipment or scanning equipment
- g. Any visit made by a relevant authority or emergency service.

The Prevention of Public Nuisance

- 12. No music or amplified sound shall be generated on the premises so as to give rise to a nuisance.
- 13. A prominent notice shall be displayed at the exit from the premises requesting patrons to respect local residents and to leave the premises and area quietly.
- 14. A dispersal policy shall be in place at the premises to ensure that customers leave the area quietly.
- 15. Adequate and suitable receptacles shall be provided to receive and store refuse from the premises and shall be emptied regularly to minimise nuisance smells.
- 16. A smoking policy shall be in place at the premises to ensure that customers smoking outside the premises do so quietly.
- 17. From 21:00 hours the premises licence holder shall not permit more than 10 people to use the smoking area immediately outside the premises.
- 18. A notice shall be prominently displayed at any area used for smoking requesting patrons to respect the needs of local residents and use the area quietly.
- 19. Deliveries to the premises are prohibited between the hours of 20:00 and 07:00 the day following Monday to Saturday and 20:00 and 08:00 the day following on Sundays.
- 20. Collections from the premises are prohibited between the hours of 20:00 and 07:00 the day following Monday to Saturday and 20:00 and 08:00 the day following on Sundays.
- 21. Disposal of refuse from the premises is prohibited between the hours of 20:00 and 07:00 the day following Monday to Saturday and 20:00 and 08:00 the day following on Sundays.
- 22. Local taxi numbers shall be available for customers to assist in ordering a taxi.
- 23. Loudspeakers shall not be located in the entrance lobby or outside the premises building.
- 24. All windows and external doors shall be kept closed after 21:00 hours or at any time Regulated Entertainment takes place, except for the immediate access and egress of persons.

The Protection of Children from Harm

- 25. A Challenge 25 policy shall be implemented and full and appropriate identification shall be sought from any person who appears under the age of 25. The only acceptable forms of identification shall be passport, photo driving licence, and those carrying the PASS logo.
- 26. A notice shall be displayed indicating that the Challenge 25 policy is in force.
- 27. Staff training shall include the Challenge 25 policy and its operation. In particular staff shall be trained to take such action as is necessary to prevent the sale of alcohol to persons over the age of 18 where those customers are engaged in the distribution of alcohol to persons under the age of 18. The training shall be given to a new member of staff before they commence paid employment and all staff shall be re-trained twice yearly. All training shall be documented.
- 28. A sales refusal book shall be kept at the premises and this shall be checked each week by either the premises licence holder or the designated premises supervisor to ensure that staff are accurately recording refusals. The refusal book shall be open to inspection by appropriate officers of the Responsible Authorities.

Public Safety

29. The Premises Licence Holder shall ensure that adequate fire safety measures are in place at the premises and regularly maintained as per a fire risk assessment or the advice of the Fire Safety Officer.
30. The approved arrangements at the premises, including means of escape provisions, emergency warning equipment, the electrical installation and mechanical equipment, shall at all material times be maintained in good condition and full working order.
31. All external emergency exit doors shall be fitted with sensor alarms and visible indicators to alert staff when the doors have been opened.
32. The edges of the treads of steps and stairways shall be maintained so as to be conspicuous.

Having reflected on the concerns articulated thus far it is also proposed that the following conditions, will be added to any licence granted:

The following amended conditions are to be offered:

- A minimum of two (2) SIA licensed door supervisors shall be on duty at the premises from 20:00 until the premises closes to the public on Friday and Saturday nights.
- At least one (1) SIA licensed door supervisor shall be on duty at the entrance to the premises from 20:00 until the last member of the public has left the premises on Friday and Saturday nights or at any other such time that SIA licensed door supervisors are engaged.
- The premises licence holder shall draft and maintain a SIA licensed door supervisor policy. The policy will deal with the premises' management of the streetscape, any smokers and shall require that a member of staff walk the perimeter of the premises (Steward Street entrance to junction with Brushfield Street, Brushfield Street to junction with Gun Street, Gun Street to junction with Artillery Lane, Artillery Lane to junction with Steward Street, Steward Street to Steward Street entrance, or the reverse) from 20:30 hours until close of business on a Friday and Saturday night or at any other such time that SIA licensed door supervisors are engaged.
- A copy of the policy shall be kept at the premises and shall be made available to a Police or authorised Responsible Authority officer on request.
- At all other times the need for SIA licensed door supervisors shall be risk assessed by the Premises Licence Holder or Designated Premises Supervisor and SIA licensed door supervisors shall be employed when and where that risk assessment deems this appropriate.
- The acoustic measures identified in the Cole Jarman Noise Assessment Report (18/0407 /RI) shall be installed and maintained.
- Customers shall not be permitted to use the fire exit doors on Gun Street save for egress in the event of an emergency
- The premises licence holder shall join the local Pubwatch and a member of staff shall attend any meetings organised by the scheme.

I hope that the foregoing, whilst perhaps not attending to every last element of your concerns, will at least offer some comfort that your concerns are noted and being attended to.

If you have any queries then please do not hesitate to contact me at your earliest convenience.

Best wishes.

Yours sincerely

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