

EXTRAORDINARY LICENSING SUB COMMITTEE

Monday, 24 August 2015 at 5.30 p.m.

The Council Chamber, Town Hall, Mulberry Place, 5 Clove Crescent,
London, E14 2BG

This meeting is open to the public to attend.

Contact for further enquiries:

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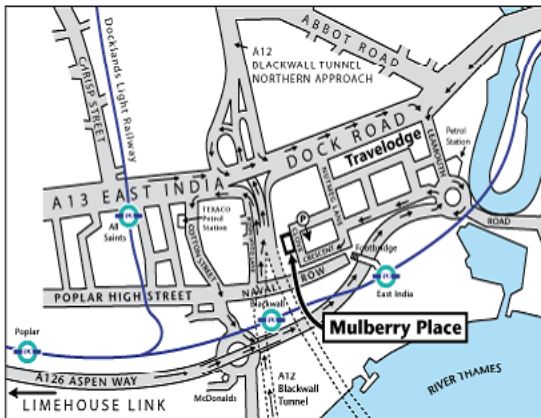
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APOLOGIES FOR ABSENCE

To receive any apologies for absence.

1. DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST (Pages 1 - 4)

To note any declarations of interest made by Members, including those restricting Members from voting on the questions detailed in Section 106 of the Local Government Finance Act, 1992. See attached note from the Monitoring Officer.

2. RULES OF PROCEDURE (Pages 5 - 20)

To note the rules of procedure which are attached for information.

	PAGE NUMBER(S)	WARD(S) AFFECTED
3. ITEMS FOR CONSIDERATION		
3.1 Application for Review under Section 53 A of the Licensing Act 2003 (A Class Above Events & Hospitality Ltd), 33-35 Monier Road, London E3 2PR	21 - 86	Bow East

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Agenda Item 1

DECLARATIONS OF INTERESTS - NOTE FROM THE MONITORING OFFICER

This note is for guidance only. For further details please consult the Members' Code of Conduct at Part 5.1 of the Council's Constitution.

Please note that the question of whether a Member has an interest in any matter, and whether or not that interest is a Disclosable Pecuniary Interest, is for that Member to decide. Advice is available from officers as listed below but they cannot make the decision for the Member. If in doubt as to the nature of an interest it is advisable to seek advice **prior** to attending a meeting.

Interests and Disclosable Pecuniary Interests (DPIs)

You have an interest in any business of the authority where that business relates to or is likely to affect any of the persons, bodies or matters listed in section 4.1 (a) of the Code of Conduct; and might reasonably be regarded as affecting the well-being or financial position of yourself, a member of your family or a person with whom you have a close association, to a greater extent than the majority of other council tax payers, ratepayers or inhabitants of the ward affected.

You must notify the Monitoring Officer in writing of any such interest, for inclusion in the Register of Members' Interests which is available for public inspection and on the Council's Website.

Once you have recorded an interest in the Register, you are not then required to declare that interest at each meeting where the business is discussed, unless the interest is a Disclosable Pecuniary Interest (DPI).

A DPI is defined in Regulations as a pecuniary interest of any of the descriptions listed at **Appendix A** overleaf. Please note that a Member's DPIs include his/her own relevant interests and also those of his/her spouse or civil partner; or a person with whom the Member is living as husband and wife; or a person with whom the Member is living as if they were civil partners; if the Member is aware that that other person has the interest.

Effect of a Disclosable Pecuniary Interest on participation at meetings

Where you have a DPI in any business of the Council you must, unless you have obtained a dispensation from the authority's Monitoring Officer following consideration by the Dispensations Sub-Committee of the Standards Advisory Committee:-

- not seek to improperly influence a decision about that business; and
- not exercise executive functions in relation to that business.

If you are present at a meeting where that business is discussed, you must:-

- Disclose to the meeting the existence and nature of the interest at the start of the meeting or when the interest becomes apparent, if later; and
- Leave the room (including any public viewing area) for the duration of consideration and decision on the item and not seek to influence the debate or decision

When declaring a DPI, Members should specify the nature of the interest and the agenda item to which the interest relates. This procedure is designed to assist the public's understanding of the meeting and to enable a full record to be made in the minutes of the meeting.

Where you have a DPI in any business of the authority which is not included in the Member's register of interests and you attend a meeting of the authority at which the business is considered, in addition to disclosing the interest to that meeting, you must also within 28 days notify the Monitoring Officer of the interest for inclusion in the Register.

Further advice

For further advice please contact:-

Meic Sullivan-Gould, Monitoring Officer, Telephone Number: 020 7364 4801

APPENDIX A: Definition of a Disclosable Pecuniary Interest

(Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, Reg 2 and Schedule)

Subject	Prescribed description
Employment, office, trade, profession or vacation	Any employment, office, trade, profession or vocation carried on for profit or gain.
Sponsorship	<p>Any payment or provision of any other financial benefit (other than from the relevant authority) made or provided within the relevant period in respect of any expenses incurred by the Member in carrying out duties as a member, or towards the election expenses of the Member.</p> <p>This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.</p>
Contracts	<p>Any contract which is made between the relevant person (or a body in which the relevant person has a beneficial interest) and the relevant authority—</p> <p>(a) under which goods or services are to be provided or works are to be executed; and</p> <p>(b) which has not been fully discharged.</p>
Land	Any beneficial interest in land which is within the area of the relevant authority.
Licences	Any licence (alone or jointly with others) to occupy land in the area of the relevant authority for a month or longer.
Corporate tenancies	<p>Any tenancy where (to the Member's knowledge)—</p> <p>(a) the landlord is the relevant authority; and</p> <p>(b) the tenant is a body in which the relevant person has a beneficial interest.</p>
Securities	<p>Any beneficial interest in securities of a body where—</p> <p>(a) that body (to the Member's knowledge) has a place of business or land in the area of the relevant authority; and</p> <p>(b) either—</p> <p>(i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or</p> <p>(ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the relevant person has a beneficial interest exceeds one hundredth of the total issued share capital of that class.</p>

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TOWER HAMLETS



LICENSING COMMITTEE

**RULES OF PROCEDURE
GOVERNING APPLICATIONS FOR
PREMISES LICENCES
AND OTHER PERMISSIONS
UNDER THE LICENSING ACT 2003**

1. Interpretation

- 1.1 These Procedures describe the way in which hearings will be conducted under the Licensing Act 2003, as set out in the Licensing Act 2003 (Hearings) Regulations 2005 (as amended). The Procedures take into account the Licensing Act (Premises Licences and Club Premises Certificates) Regulations 2005. The Procedures also include the time limits within which a hearing must commence (see Appendix A) and will be used by the Licensing Committee and Licensing Sub-Committee when conducting hearings.
- 1.2 The Hearings Regulations provide (Regulation 21) that a Licensing Authority shall, subject to the provisions of those Regulations, determine for itself the procedure to be followed at a hearing.
- 1.3 These Procedures, therefore, set out the way in which Licensing Sub-Committee Meetings will be conducted under the Licensing Act 2003, following the requirements of the Hearings Regulations. Wherever appropriate they have included the procedures followed successfully when determining licence applications under previous legislation.
- 1.4 Proceedings will not be rendered void only as the result of failure to comply with any provision of the Hearings Regulations (Regulation 31).

2. Composition of Sub-Committee

- 2.1 The Sub-Committee will consist of no less than three members and no business shall be transacted unless at least three members of the Licensing Committee are present and able to form a properly constituted Licensing Sub-Committee. In such cases the Chair shall have a second or casting vote. The Councillor for the ward in which the applicant's premises are situated, or where either the applicant or the objector resides, shall not normally form part of the Sub-Committee for that item on the agenda.

3. Timescales

- 3.1 Most hearings must take place within 20 working days from the last date for representations to be made with the following exceptions:

Within 10 working days from the last date for the police to object to:

- conversion of an existing licence;
 - conversion of an existing club certificate;
 - an application for a personal licence by an existing justices licence holder;
- and

Within 10 working days from the date the Licensing Authority receives the notice for a review of the premises licence following a closure order.

Within 7 working days from the last date for the police to object to:

- a temporary event notice.

Within 5 working days from the last date for the police to object to:

- an interim authority notice (Note: the police must give notice of their objection within 48 hours of being given a copy of the notice).

Note: *Where a hearing is likely to take longer than one day, the Authority must arrange for the hearing to take place on consecutive days.*

3.2 Timescale for notice of hearings to be given

In most cases, the Authority shall give notice of a hearing no later than 10 working days before the first day on which the hearing is to be held. The following are exceptions to that rule:

At least five working days notice must be given to the parties of the date of a hearing for determination of:

- conversion of an existing licence
- conversion of an existing club certificate
- application for a personal licence by the holder of a justices licence
- review of a premises licence following a closure order

At least two days notice must be given to the parties to a hearing for determination of:

- police objection to an interim authority notice
- police objection to a temporary event notice

3.3 Persons who must be notified of a hearing

The persons who must be notified of a hearing are set out below as a summary:

- any applicant for any licence or certificate or a temporary event notice.
- any person who has made relevant representations about an application for a licence or for review of a licence (note for any representations deemed frivolous, vexatious or repetitious under Section 18(7)(c) or similar sections of the Licensing Act 2003 the objector must be notified of the Authority's decision as soon as possible and in any event before any hearing).
 - a person specified as a Designated Premises Supervisor
 - an interim authority
 - transfer of a premises licence
 - a temporary event notice
 - a personal licence

- Any holder of a premises licence or club premises certificate where:
 - application is made for review

Note: *Anyone given notice of a hearing is a party and that is how that expression is used in these Rules of Procedure.*

3.4 Information to be provided in a notice of hearing

The information that must be included in a notice of hearing includes:

- The procedure to be followed at the hearing;
- The right of the party to attend and to be assisted or represented by any person whether legally qualified or not;
- The ability to give further information in support of their application where the Authority has sought clarification;
- The right to question any other party if given permission by the Authority;
- The right to address the Authority;
- Notice of any particular points on which the Authority will want clarification at the hearing;
- The consequences if a party does not attend or is not represented at the hearing;
- For certain hearings particular documents must accompany the notice which is sent to parties informing them of the hearing. Reference must be made to Schedule 3 of the Hearings Regulations for this purpose.

3.5 Failure of Parties to Attend the Hearing

If a party has informed the Authority that they will not be attending or be represented at the hearing, it may proceed in their absence.

If a party does not give notice that they will not be attending but fails to attend and is not represented, the Authority may either:

- a) adjourn the hearing if it considers it to be necessary in the public interest
or
- b) hold the hearing in the party's absence

If the Authority holds the hearing in the absence of a party, it will consider at the hearing the application, representation or notice given by the party.

If the Authority adjourns the hearing to a specified date it must forthwith the parties of the date, time and place to which the hearing has been adjourned.

Note: Transition hearings cannot be adjourned to a date beyond the date that which causes an application to be deemed as determined by default.

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4. Procedure at the Hearing

- 4.1 The usual order of proceedings will be as set out below. The Sub-Committee will allow the parties an equal maximum time period in which to give further information in support of their application, representation or response. Where the Authority has given notice that it will seek clarification on that point at the hearing or where permission has been given to call any further persons to give supporting evidence, the Sub-Committee may allow the parties to question any other party and to address the Licensing Sub-Committee. The Sub-Committee will seek, in all cases, to avoid repetition of points (whether included in written material or otherwise), irrelevancy, or any abuse of the procedure.

At the beginning of the hearing the procedure to be followed will be explained to the parties. The hearing will, so far as is possible, take the form of a discussion, led by the Sub-Committee. Cross-examination will not be permitted unless the Sub-Committee considers it necessary.

- i) The Chair will begin by explaining how the proceedings will be conducted, and indicate any time limits that may apply to the parties to the application.
- ii) The report will be briefly introduced by an Officer of the Licensing Section summarising the application.
- iii) The Sub-Committee will then consider any requests by a party for any other person to be heard at the hearing in accordance with the Regulations. Permission will not be unreasonably withheld provided proper notice has been given.
- iv) A summary of the nature and extent of the application by the applicant or their representative. This should be brief, avoid repetition of material already available to the Committee in the Officer's report or otherwise, and include any reasons why an exception should be made to the Council's Licensing Policy, where appropriate. The submission may be followed by the evidence of any person who has been given permission by the Committee to give supporting evidence on behalf of the applicant.
- v) A summary of the reasons for making representations about the application by any interested party. This should be brief and avoid any repetition of information already made available to the Committee either in the Officer's report or otherwise. That will be followed by the evidence of any person who has been given permission by the Panel to give supporting evidence on behalf of the objectors.
- vi) A summary of the reasons for making representations by or on behalf of any Responsible Authority. This should be brief and avoid any repetition of information already made available to the Licensing Sub-Committee either in the Officer's report or otherwise. That will be followed by the

evidence of any person who has been given permission by the Panel to give supporting evidence on behalf of the Responsible Authority.

- vii) Members of the Sub-Committee may ask any questions of any party or other person appearing at the hearing.

4.2 The following requirements of the Hearing Regulations will also be followed by the Licensing Sub-Committee:

- a) The Sub-Committee will be guided by legal principles in determining whether evidence is relevant and fairly admissible. In particular, hearsay evidence may be admitted before the Sub-Committee but consideration will always be given to the degree of weight, if any, to be attached to such evidence in all the relevant circumstances.
- b) The Sub-Committee may impose a time limit on the oral representations to be made by any party. In considering whether to do so, and in considering the length of any such time limit, the Sub-Committee will take into account the importance of ensuring that all parties receive a fair hearing, and the importance of ensuring that all applications are determined expeditiously and without undue delay.
- c) In considering the time limits referred to in (b) above, regard must be had to the requirement to allow each party an equal amount of time.

4.3 When considering any representations or notice made by a party, the Authority may take into account documentary or other information produced by a party in support of their application, representation or notice, either:

- a) before the hearing, or
- b) with the consent of all other parties, by the Sub-Committee at the hearing

The Authority will disregard any information given by a party, or any other person appearing at the hearing, which is not relevant to:

- a) their application, representation or notice; and
- b) the promotion of the licensing objectives or the crime prevention objective where notice has been given by the police.

4.4 All hearings shall take place in public save that:

- a) The Licensing Sub-Committee may exclude the public from all or part of a hearing where it considers that, on balance, it is in the public interest to do so.
- b) The parties and any person representing them may be excluded in the same way as another member of the public

c) The Licensing Sub-Committee may require any person attending the hearing who in their opinion is behaving in a disruptive manner to leave the hearing and may:

- refuse to permit the person to return; or
- allow them to return only on such conditions as the authority may specify.

4.5 Any person so excluded may, before the end of the hearing, submit to the Authority in writing, any information which, they would have been entitled to give orally had they not been required to leave. Where there are a number of items on the agenda, the adjournment of that item for a short period, whilst another item is heard, may allow this process to be carried out effectively.

5. Determination of Application – Time Limits

5.1 The Licensing Sub-Committee must make its determination at the conclusion of the hearing where the application is for:

- a) Conversion or variation of an existing licence during transition
- b) Conversion or variation of an existing club certificate during transition
- c) A review of a premises licence following a closure order
- d) A personal licence by the holder of a justices licence
- e) A counter notice following police objection to a temporary event notice

5.2 In any other case the Authority must make its determination within the period of five working days, beginning with the day, or the last day, on which the hearing was held.

5.3 Where a hearing has been dispensed with because all of the parties have agreed that a hearing is unnecessary (and the Authority has agreed, giving notice to the parties in writing), then the Authority must make its determination within 10 working days beginning with the day the authority gives such notices to the parties. The Team Leader (Licensing) shall be authorised to make the determination on behalf of the Authority.

6. Record of Proceedings

6.1 The Authority must arrange for a record to be taken of the hearing in a permanent and intelligible form and for that record to be kept for six years from the date of determination. Where an appeal is brought against a determination by the Authority, the record must be kept for six years from the date of disposal of the appeal.

7. Irregularities

- 7.1 Proceedings will not be rendered void only as the result of failure to comply with any provision of the Hearings Regulations
- 7.2 Clerical mistakes in any document recording a determination of the Authority, or errors arising in such a document as the result of an accidental slip or omission, may be corrected by the Authority.

8. Notices

- 8.1 In accordance with the Regulations, any notices must be given in writing. Such a notice may be sent electronically, providing:
 - a) it can be accessed by the recipient in a legible form;
 - b) it is capable of being reproduced as a document for future reference;
 - c) the recipient has agreed in advance to receive it in such form;
 - d) a copy is sent in documentary form forthwith to the recipient.

9. Appeals

- 9.1 Either those who have made an application or those who have made representations on an application may appeal to the Magistrates Court.

Note: *An appeal must be commenced within twenty one days beginning with the day on which the appellant was notified by the Licensing Authority of their decision.*

APPENDIX A

Application Type	Period of Time within which Hearing to be Held (after reps have closed)	Notice Period of Hearing	Notice Sent To	Attendee Reply Form Back In
Section 18 (3)(a) (determination of application for premises licence)	20 working days	10 working days	Applicant; People who have made representations	5 working days
Section 35(3)(a) (determination of application to vary premises licence).	20 working days	10 working days	Applicant; People who have made representations	5 working days
Section 39(3)(a) (determination of application to vary premises licence to specify individual as premises supervisor).	20 working days	10 working days	Applicant (premises holder); Chief Officer of Police who has given notice; The proposed premises supervisor	5 working days
Section 44(5)(a) (determination of application for transfer of premises licence).	20 working days	10 working days	Applicant; Chief Officer of Police who has given Notice; The present holder of the premises licence	5 working days
Section 52(2) (determination of application for review of premises licence).	20 working days	10 working days	The holder of the premises licence of where application applies; People who have made representations; Applicant	5 working days
Section 120(7)(a) (determination of application for grant of personal licence).	20 working days	10 working days	Applicant; Chief Officer of Police who has given Notice	5 working days
Section 121(6)(a) (determination of application for the renewal of personal licence).	20 working days	10 working days	Applicant; Chief Officer of Police who has given Notice	5 working days
Section 124(4)(a) (convictions coming to light after grant or renewal of personal licence).	20 working days	10 working days	The holder of the licence; Chief Officer of Police who has given Notice	5 working days
Paragraph 26(3)(a) of Schedule 8 (determination of application by holder of a justices' licence for grant of personal licence).	10 working days	5 working days	Applicant; Chief Officer of Police who has given Notice	2 working days

Application Type	Period of Time within which Hearing to be Held (after reps have closed)	Notice Period of Hearing	Notice Sent To	Attendee Reply Form Back In
Section 31(3)(a) (determination of application for a provisional statement).	20 working days	10 working days	Applicant; People who have made representations	5 working days
Section 48(3)(a) (cancellation of interim authority notice following police objection).	5 working days	2 working days	The person who has given Notice; Chief Officer of Police who has given Notice	1 working day
Section 72(3)(a) (determination of application for club premises certificate).	20 working days	10 working days	Applicant (club); People who have made representations	5 working days
Section 85(3) (determination of application to vary club premises certificate).	20 working days	10 working days	Applicant (club); People who have made representations	5 working days
Section 88(2) (determination of application for review of club premises certificate).	20 working days	10 working days	Club that holds club premises certificate; People who have made representations; Applicant	5 working days
Section 105(2)(a) (counter notice following police objection to temporary event notice)	7 working days	2 working days	The premises user; Chief Officer who has given Notice	1 working day
Section 167(5)(a) (review of premises licence following closure order).	10 working days	5 working days	The holder of the premises licence; People who have made representations	2 working days
Paragraph 4(3)(a) of Schedule 8 (determination of application for conversion of existing licence).	10 working days	5 working days	Applicant; Chief Officer of Police who has given Notice	2 working days
Paragraph 16(3)(a) of Schedule 8 (determination of application for conversion of existing club certificate).	10 working days	5 working days	Applicant (club) Chief Officer who has given Notice	2 working days

APPENDIX B

Regulation 8

Action Following receipt of notice of hearing

1. A party shall give to the authority within the period of time provided for in the following provisions of this regulation a notice stating:
 - (a) whether he intends to attend or be represented at the hearing;
 - (b) whether he considers a hearing to be unnecessary.
2. In a case where a party wishes any other person (other than the person he intends to represent him at the hearing) to appear at the hearing, the notice referred to in paragraph (1) shall contain a request for permission for such other person to appear at the hearing accompanied by details of the name of that person and a brief description of the point or points on which that person may be able to assist the authority in relation to the application, representations or notice of the party making the request.
3. In the case of a hearing under:
 - (a) section 48(3)(a) (cancellation of interim authority notice following police objection), or
 - (b) section 105(2)(a) (counter notice following police objection to temporary event notice),the party shall give the notice no later than one working day before the day or the first day on which the hearing is to be held.
4. In the case of a hearing under:
 - (a) section 167(5)(a) (review of premises licence following closure order),
 - (b) paragraph 4(3)(a) of Schedule 8 (determination of application for conversion of existing licence),
 - (c) paragraph 16(3)(a) of Schedule 8 (determination of application for conversion of existing club certificate), or
 - (d) paragraph 26(3)(a) of Schedule 8 (determination of application by holder of justices' licence for grant of personal licence),the party shall give the notice no later than two working days before the day or the first day on which the hearing is to be held.
5. In any other case, the party shall give the notice no later than five working days before the day or the first day on which the hearing is to be held.

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Guidance for Licensing Sub-Committee Meetings.

(1) Attendance at Meetings.

All meetings of the Sub-Committee are open to the public and press to attend. On rare occasions, the Sub-Committee may retire to consider private business that will be clearly marked on the agenda as such. The press and public will be excluded for those confidential items only. We try to keep confidential reports to an absolute minimum. We request that you show courtesy to all present and please keep mobile phones on silent. Meetings can reach full capacity and seats are allocated on a first come first come served basis.

(2) Licensing Sub-Committee Role and Membership.

In summary, the Sub-Committee will consider and determine applications to grant, vary or review a license submitted under the Licensing Act 2003 where representations have been made. The full terms of reference can be found on the Committee webpages (see below). The Licensing Sub-Committee will consist of 3 Members of the main Licensing Committee. Meetings are normally held in the Town Hall Council Chamber.

Licensing Sub-Committee Webpages

To view go to the Committee and Member Services web page:
www.towerhamlets.gov.uk/committee - 'agenda, reports, decisions and minutes', then click on 'Licensing Sub-Committee'.

The pages include:

- Terms of Reference for the Licensing Sub-Committee.
- Meeting dates, agendas and minutes.
- Agenda timetable including agenda publication dates. (To view click 'browse meetings and agendas for this committee', then 'show agenda management timetable').

(3) Access to Committee Papers.

The agenda for Sub-Committee meetings is published five clear (working) days before the Sub-Committee meeting on the Committee webpages (except for certain types of applications where special rules apply). All Committee papers (i.e. agendas, reports, minutes and decisions) are published on the website and also available on iPad and Android tablet apps downloadable for free from their respective app stores.

(4) Who can speak at Licensing Sub-Committee meetings?

Only interested parties may address the Sub-Committee (those who have made a valid representation) and the applicant and their representatives. Although the Sub-Committee may allow other persons to present the interested parties evidence or to give supporting evidence. If you are planning to attend the hearing to address the committee, you are advised to contact the Committee officer - see the Committee

pages and agenda front page for contact details. Speakers are advised to arrive at the start of the meeting in case the order of business is changed. Speakers will be called to speak by the Chair at the appropriate time. If speakers are not present by the time their application is heard, the Committee may consider the item in their absence.

(5) What can be circulated?

Should you wish to submit any material, please contact the Committee/Licensing Officer as soon as possible. The Sub-Committee may accept information at the hearing, however this is only with the agreement of all parties present.

(6) How will the applications be considered?

The Sub-Committee will normally consider the items in agenda order subject to the Chair’s discretion. The hearing procedure is detailed at the end of this guidance.

(7) How can I find out about a decision?

You can contact Democratic Services the day after the meeting to find out the decisions.

(8) Queries on reports.

For any questions, please contact the Officer named on the front of the report.

Typical Seating Plan for Licensing Sub - Committee Meetings in the Town Hall Council Chamber.

Public Seating		Objectors Benches		Sub-Committee Members
Public Seating				Chair
Public Seating				Legal Officer
Public Seating		Applicants Benches		Committee Officer
Public Seating				Licensing Officer

LICENSING SUB COMMITTEE HEARING PROCEDURE

All interested parties to the hearing must notify Democratic Services within prescribed timescales that they intend to attend and/or be represented at the hearing and whether any witnesses will be attending on their behalf. The meeting will be in the form of a discussion led by the Sub Committee, cross examination of either party will not be permitted.

The Chair will allocate an equal amount of speaking time to each party. Where there is more than one representation raising the same or similar grounds, those parties should consider nominating a single representative to address the Sub-Committee on their behalf at the hearing.

The hearing will proceed as follows (subject to the discretion of the Chair).

1. Chair will introduce him/herself and ask Members, officers, and all interested parties present at the meeting to introduce themselves.
2. Licensing Officer to present the report.
3. Committee Members to ask questions of officer (if any).
4. The Applicant to present their case in support of their application (including any witnesses they may have).
5. Committee Members to ask questions of applicants and their witnesses or ask for points of clarification.
6. The relevant Responsible Authorities in attendance will present their case and their reasons for representation (including any witnesses they may have).
7. The Objectors/Interested Parties in attendance will present their case and their reasons for objecting (including any witnesses they may have).
8. Committee Members to ask questions of Responsible Authorities, objectors and their witnesses or ask for points of clarification.
9. Applicant (with exception and with permission of the Chair) can ask questions of the other parties to the hearing and their witnesses.
10. Interested Parties to the hearing (with exception and with the permission of the Chair) can ask questions of the applicant/other parties to the hearing and their witnesses.
11. Chair's closing remarks
12. Sub-Committee retire from the meeting with the Committee Officer and Legal Officer and consider their decision.
13. The Sub-Committee will return to the meeting and Chair announces the decision together with the reasons for the decision and any right to appeal.
14. Decision letter will be sent to all interested parties confirming the decision made.

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Agenda Item 3.1

Committee : Licensing Sub-Committee	Date 24 August 2015	Classification Classified	Report No. LSC 08/156	Agenda Item No.
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Report of David Tolley Head of Consumer & Business Regulation Originating Officer: Mohshin Ali Senior Licensing Officer	Title Licensing Act 2003 Application for Review under Section 53 A of the Licensing Act 2003 (A Class Above Events & Hospitality Ltd), 33-35 Monier Road, London E3 2PR Ward affected Bow East
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1.0 Summary

Licence Holder **A Class Above Events & Hospitality Ltd**

Name **A Class Above Events & Hospitality Ltd**
Address of Premises: **33-35 Monier Road**
 London
 E3 2PR

Review under Section 53A by a senior officer of the Metropolitan Police

2.0 Recommendations

- 2.1 That the Licensing Committee considers the application for review and then adjudicates accordingly

LOCAL GOVERNMENT 2000 (Section 97)
LIST OF "BACKGROUND PAPERS" USED IN THE DRAFTING OF THIS REPORT

Brief description of "background paper"	Tick if copy supplied for register	If not supplied, name and telephone number of holder
File Only		Mohshin Ali 020 7364 5498

3.0 **Background**

- 3.1 This is an application made by a senior officer of the Metropolitan Police under Section 53A of the Licensing Act 2003. The Act was amended by the Violent Crime Reduction Act 2006.
- 3.2 The form applying for a summary licence review is contained in **Appendix 1**.
- 3.3 The Certificate under Section 53A of the Act is contained as **Appendix 2**.
- 3.4 The current licence is in **Appendix 3**.
- 3.5 Map of the premises is detailed in **Appendix 4**.

4.0 **Determinations**

- 4.1 The Licensing sub-Committee is, in effect being asked to make an interim decision, which is subject to a full review hearing within 28 days from receipt of the senior officer's documentation.
- 4.2 Members must consider whether interim steps are necessary for the promotion of the licensing objectives as follows
 - The modification of the conditions of the premises licence
 - The exclusion of the sale of alcohol by retail (or other licensable activities) from the scope of the licence
 - The removal of the designated premises supervisor from the licence
 - The suspension of the licence
- 4.3 Members may, of course conclude that no action is necessary.

5.0 **Advice issued by the Department for Culture, Media and Sport**

- 5.1 The Home Office has issued advice to licensing authorities about Section 53 A of the Licensing Act 2003. The relevant Sections, along with a flow chart are in **Appendix 5**.

6.0 **Legal Comments**

- 6.1 A legal officer will advise Members at the hearing.

7.0 **Financial Comments**

- 7.1 There are no financial implications in this report.

8.0 Appendices

- Appendix 1** The form applying for a summary licence review
- Appendix 2** The Certificate under Section 53A of the Act
- Appendix 3** The current licence
- Appendix 4** Map of the area
- Appendix 5** Home Office advice

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Appendix 1

FORM FOR APPLYING FOR A SUMMARY LICENCE REVIEW

[Insert name and address of relevant licensing authority and its reference number (optional)]

Application for the review of a premises licence under section 53A of the Licensing Act 2003 (premises associated with serious crime or disorder)

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 the 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.**

I..Pc Mark Perry HT [on behalf of] the chief officer of police for the Metropolitan police area apply for the review of a premises licence under section 53A of the Licensing Act 2003.

1. Premises details:

A Class Above Events and Hospitality Ltd
33 - 35 Monier Road
London E3 2PR

2.

Name of premises licence holder (if known): Philip Kirton

Number of premises licence : 18369

3. Certificate under section 53A(1)(b) of the Licensing Act 2003 [Please read guidance note 1]:

I confirm that a certificate has been given by a senior member of the police force for the police area above that in his opinion the above premises are associated with serious crime or disorder or both, and the certificate accompanies this application.
(Please tick the box to confirm)

4. Details of association of the above premises with serious crime, serious disorder or both:

[Please read guidance note 2]

On the 8th / 9th August 2015 A Class Above Events and Hospitality (ICAN Studios) held a late night club night at their venue. They did not call the Police during the event or report any incidents to them

On the 11th August 2015 Police received report from a member of the public suggesting that there was an unreported incident on the 9th August 2015 at an event in the A Class Above Events and Hospitality (ICAN Studios) whereby shots were fired.

The intelligence suggests that an unknown male slapped another male moments later, the male who had been assaulted pulled out a gun and fired a bullet, fortunately not causing harm to any of the people present. The informant told Police that there would be another shooting at the venue on the weekend of the 15th August.

This intelligence was passed to Trident Gangs Command for them to develop. Their intelligence and research supported the information supplied by a the member of the public that the shooting did happen, and that there was a risk of further serious incident taking place.

Tower Hamlets Police contacted Mr Kirton the Premises License Holder and arranged to meet him on Thursday 13th August at the venue. At the meeting Mr Kirton was informed of the intelligence Police had received. The venue's CCTV of the event on the 8th was watched. A copy of this will be provided to the Licensing Sub Committee to watch prior to the hearing. A detailed timeline is shown below.

Camera 11

This camera shot is of the cloakroom area.

05:31:23 - a group of people enter the room. This includes the suspect and victim. It also appears that some sort of official party photographer also comes into the room at the same time.

05:31:32 - suspect appears to playfully slap the victim in the face, not hard, an exaggerated motion. The victims hands are in his pockets. He shrugs his shoulders and puts his arms out from his sides. He has then slapped the suspect back with his right hand, this appears to be done with some energy.

The suspect backs off and the two appear to be posturing towards each other.

05:31:41 - Suspect is clearly seen reaching with his right hand into his front waistband area and pulls something out. He then starts to move towards the victim who starts to back off. Other people, including the photographer are now watching the confrontation.

The victim runs from the room with the suspect going after him. As he does so the suspects right arm is extending out in front of him. Other people in the room are now backing away.

05:31:45 - suspect can be seen clearly in the doorway of the foyer/cloakroom pointing at where the victim is/has gone. The other people in the room move towards the doorway as if to watch what was happening. Suspect can then be seen backing toward the exit door

Camera 12

This camera covers the main club area, covering the whole room

05:29:46 - suspect can be seen towards the front of the camera shot speaking to a woman. He then moves off towards the right of the camera shot towards the back of the room, underneath the mezzanine level. He appears to talk to someone. He then comes back towards the middle of the shot. He then moves towards the exit door which leads to the foyer/cloakroom area. He is followed there by some of the people who can be seen in the footage on camera 11.

05:31:47 - The altercation in the foyer area can be seen in the distance. Everyone in the club area appears oblivious but then there is a large group reaction, people move as a group away from the door, some running. People are moving away and glancing back at the doorway. This is everyone reacting at once as one. The whole atmosphere of the room appears to change.

Camera 1

This covers some of the upper mezzanine level of the main club area. The people in the camera here will not have been able to see the door where the altercation took place, they will have only reacted to sound.

05:31:47 - They all move away from the edge of the balcony area and move against the rear walls. This appears more of a group panic reaction. People appear nervous to go near the edge again and you can see the dance floor area below clear as people move away as one.

Camera 3

This camera covers the outside of the venue - Remus Road exit.

05:31:46 - People who were walking calmly around the exit door suddenly sprint away from it.

05:31:57 - the suspect runs across the camera shot (out of exit door and away from the club. He is still holding the firearm in his right hand. He runs across the road and doubles back on the other side (this is forced on him by fencing) and out of camera shot.

Camera 5

This camera covers the main exit.

05:31:45 - people flinch and move away from the exit at speed. People run out of the exit including someone in a high visibility vest

05:31:54 - suspect comes into shot. He moves out of the door and can be clearly seen with an object in his right hand. He is holding this as if grasping a handle but it appears to be covered in a material - as if the firearm is in a sock or similar. He appears to knock one of the door closed.

Camera 6

Camera covers inside the main club area.

05:31:10 - suspect walks across the camera shot.

05:31:47 - everyone in the shot moves away from the where the doorway would be as one, some are running.

Camera 7

This is another angle on the main exit from the inside.

05:31:38 - all appears calm.

05:31:43 - people suddenly react to something out of shot and move away. People run out of the door. Other are back off and look afraid. The suspect then comes into shot. He clearly has something in his hand. He uses his left hand to close the door. He then goes out of shot.

Camera 13

This is another view of the exit door on Remus Road.

05:31:45 - people who were calmly milling round the exit suddenly flinch and run away.

05:31:56 - suspect comes into shot, shuts the door and runs off. He appears to turn west on Monier Road, junc with Remus Road.

Camera 14

Covers the bar area

05:31:47 - people suddenly react as one to something. Staff duck behind the bar and party goers come round sheltering behind the bar, one jumps over the bar to take cover.

After viewing the CCTV, and because of the information Police had regarding the threat of another shooting Police asked Mr Kirton to cancel the event, he was told if he did not do this a Closure Order would be sought for the premises. Mr Kirton agreed to cancel the event. A meeting was arranged for Tuesday the 18th August to discuss the shooting, and how the Police and the management of the venue could work together to ensure future events were safe and well run.

At the meeting Superintendent Turner asked the management of Ican whether they had used the "ID Scanner" during the event on the 8th August. Mr Skeens, the venues legal representative told Police that the number of people who were scanned had not been good.

The management of the venue then offered the following actions they would take to make the venue safer:

- 1) Install a metal detecting arch to supplement the use of hand held metal detectors.
- 2) Formal training in all security measures, particularly in relation to the Id Scanner.
- 3) The use of "Body Cameras".
- 4) Change Security company.

At the meeting Police asked for the venues Incident Log, as per condition 62 of their license. This log is to include the following:

- 1) All crimes reported to the venue.
- 2) All ejections of patrons.
- 3) Any complaints received.
- 4) Any incidents of disorder.
- 5) Seizures of drugs, or weapons.
- 6) Refusal of the sale of alcohol.

Police asked that this be delivered to Police by 4pm that afternoon. Mr Kirton e-mailed Police at 10:53pm stating he was outside the Police Station but that it was closed. Superintendent Turner replied giving the stations opening hours and reminding Mr Kirton that he had agreed to deliver the logs by 4pm. The following

morning Mr Kirton replied stating that he had been in hospital and was not released until 4:00am. The logs were eventually supplied to Police on Wednesday.

A copy of these e-mails are attached.

The logs supplied to Police were of a poor state and were apparently incomplete. The information supplied in the logs only added to the Police's concerns that the premises was not being effectively managed, and raised serious concerns about the managements ability to run late night "Club" events safely.

This was highlighted in the report by the venues security firm of the event on the 8th August which is attached. The report states:

"At about 04:00 there was a "Code Red Alert" at the main search area, which was called by the main door supervisors. The Security manager arrived and saw a male being confronted by the security guard. Mr Joseph noticed that the male had a knife in his hand. Mr Joseph stepped in front of the male with the knife. Seconds later another security guard attempted to search the male and felt what seemed like a knife in his pocket. The male refused to empty his pockets. Security then informed the male that he would not be allowed into the venue. The venues management then arrived and informed the male that they would search him, but by then the male had handed the knife to a female sitting in his car.

Security insisted that the male would not be allowed entry to the venue as he had a knife in his possession, and that this is a Police matter, but then decided that the male would just be denied entry to the venue, especially as the male was refusing to be searched. But the venues management allowed him into the venue stating that he is no longer armed and therefore not posing a threat to anybody.

The male with the knife and two of his companions were quite vocal and very abusive to members of the security team. The security manager informed the venues management that if the individual remained at the venue they would have no choice but to turn on the lights and stop the music, and that failure to adhere to warnings would result in security being pulled out of harms way. Security also demanded that the knife be handed to security which was reluctantly done.

The male with the knife was allowed to remain at the venue by the venues management.

Mr Logan was called and made his way to the venue and asked security to wait for him to get to the venue before security shut it down.

While handling the situation three vehicles being driven aggressively pulled up at the venue and five individuals rushed up to the main gate, displaying behaviour indicative of people carrying weapons. They spoke to the venues management saying that they had heard that security were messing with their friend. The venues management told them that it was "ok" and the males left. Security noticed that one of the males was carrying a knife.

Mr Logan then arrived and carried out a debrief. Shortly after a loud bang was heard. Security went to studio one and tried to find out what had happened and why people were rushing out of the building. They spoke to people but could not discover the cause."

This is a shocking report by the venues own security and demonstrates the venues management complete lack of control. A male armed with a knife and being aggressive was found trying to enter the venue and instead of calling the Police, he was allowed into the venue with his friends. It was only on the insistence of security and their threat to "Pull security out of harms way" that the knife was given to them. Police do not know what has happened to the knife.

It is also very concerning that a group of males then attended the venue, one of whom was also armed with a knife as their friend was being "messed with".

It is alarming that nobody in control of the premises thought to contact Police when an armed male arrived at their premises. Even when his friends one of whom was also apparently armed with a knife turned up, the Police were not called. This blatant disregard for the safety of customers and staff only supports the Police's fear that the management of this venue are unfit to run late night events.

We do not know if this incident is linked to the discharge of a firearm at the venue, and is being investigated by Trident Gang Command.

Also supplied to Police were the returns from the ID scanner which showed that of the over 400 people attending the venue only 59 were scanned in. This is a massive breach of condition 9 of their license which states:

..."It is the duty of both the licensee and the duty manager to ensure that everyone that enters the premises has their Id scanned"...

This is not the first time there has been serious violence associated with the venue, and not the first time there has been a serious failure to follow the conditions of their license with regards to the use of the Id scanner.

On Saturday 18th April 2015, Police were called to outside "I ICan Studios", Monier Road, London E3 where it was initially alleged that a firearm had been discharged and a person had been shot. In addition to this, a further call was received stating that two people had been run over at the location, their injuries were life threatening, and that the vehicle had made off.

It has since transpired that, on 18th April an event occurred at "I ICan Studios" Monier Road, and at about 6am, all parties were leaving the venue. One of the persons leaving the venue is attacked and stabbed in the neck by an attacker.

At some point during this incident two further people sustained serious injuries as a result of apparently being deliberately hit by a motor vehicle. The driver has made off from the scene.

The investigating Officer made the following observations about the A Class Above Events and Hospitality:

Two of the three arrested attended the party with the three victims also in attendance. It is not clear if any of the weapons were in the club as all incidents occurred outside, however the equipment installed is useful tool that should have been used. In this matter over 385 people were in the venue with only approx 150 people have their photo and ID taken.

Officers have been contacting the security staff and obtaining their accounts. To date no one has provided a statement. Some of the security staff have stated that they were inside and did not witness any incident. However CCTV shows that at least three of the staff were outside at any one point and would have witnessed different parts of the incidents that occurred. I understand that they may have feared for their safety as a firearm was reportedly discharged, however we received no telephone calls from the staff reporting any incidents. Some staff however stated that they simply did not want to get involved.

These two incidents show an alarming trend, that at late night club events the premises attracts people who carry weapons and are willing to engage in potentially deadly violence. That the premises management do not contact the Police when such incidents are or have taken place. That the management do not ensure that everyone who enters the premises at these late night events has their ID Scanned in accordance with their license, which puts peoples safety at risk and hampers Police investigations.

The other concerns that the Police have are that of the documentation supplied by the venue's management there are reports covering 7 events, from the 16th May 2015 to the 8th August 2015. Yet according to Police's records there were events 12th and 14th June and the 4th July where there are no security reports.

It is also concerning that of all the ten events that have taken place between the 16th May and the 8th August, some of which don't finish until 5:00am, only 8 people have been refused the service of alcohol, and only 7 have been refused entry. Police find that it is highly unlikely that only 8 people were so intoxicated as to be drunk at these events. It is also concerning that given some of the aggressive and violent people who attend the premises only 7 have been refused entry. This goes to support the Police's view that both the management and security at the venue are weak and ineffective.

The drugs log from the venue also shows that since the 3rd of May 2015 only 8 items of drugs have been found by staff at the venue. None since the 16th of May. This again raises concerns about the poor quality of searching at the venue. A Copy of the log is supplied.

In the Police's opinion the evidence supplied shows that the management of the

premises are not capable of safely holding late night events. The premises has a history of attracting violent people to its events. It has a history of not following the conditions on its license, as demonstrated by failure to use the Id scanner, and it has a history of failure to contact the Police when incidents happen. As a result it is now associated with serious violence and disorder and there is a real risk of further incidents happening.

Tower Hamlets Police recognize that the premises is also used as a church and is used by the community, and we do not wish to prevent the premises being used for these purposes. Therefore we do not believe it is necessary to revoke the license. We do however believe that the premises is unsuitable as a late night venue, and the management have sadly demonstrated their failure to run late night events safely and effectively.

They have also demonstrated their inability to follow conditions on their license. Conditions that are there to protect their staff as well as their customers. Therefore we ask that the premises hours be reduced to the following Framework Hours.

The hours the premises are open to the public.

Sunday 06:00 to 22:30

Monday to Thursday 06:00 to 23:30

Friday and Saturday 06:00 to 00:00

All licensable activities to finish 30 minutes prior to the premises being closed to members of the public.

By having these hours Police believe the premises would not attract those involved with violence who attend the late night club events.

We will supply additional evidence for the hearing.

Signature of applicant: [REDACTED]

Date: 21/8/15

Capacity: Police Licensing Officer.

Contact details for matters concerning this application:

Address: LICENSING POLICE UNIT, TOBY CLUB, VAUDREY CLOSE

Telephone number(s): 0207 161 8793 LONDON E1 4UA

email: HT-LicensingOffice@met.police.uk

Notes for guidance:

1. A certificate of the kind mentioned in the form must accompany the application in order for it to be valid under the terms of the Licensing Act 2003. The certificate must explicitly state the senior officer's opinion that the premises in question are associated with serious crime, serious disorder or both.

Serious crime is defined by reference to section 81 of the Regulation of Investigatory Powers Act 2000. In summary, it means:

- conduct that amounts to one or more criminal offences for which a person who has attained the age of eighteen and has no previous convictions could reasonably be expected to be sentenced to imprisonment for a term of three years or more; or
- conduct that amounts to one or more criminal offences and involves the use of violence, results in substantial financial gain or is conduct by a large number of persons in pursuit of a common purpose.

Serious disorder is not defined in legislation, and so bears its ordinary English meaning.

2. Briefly describe the circumstances giving rise to the opinion that the above premises are associated with serious crime, serious disorder, or both.

Kathy Driver

From: MARK.J.Perry@met.pnn.police.uk
Sent: 21 August 2015 12:49
To: Kathy Driver
Subject: Ican review
Attachments: Ican drugs book p2.pdf; Ican drugs book p3.pdf; Ican security 8 Aug 15 p1.pdf; Ican security 8 Aug 15 p2.pdf; moving forward at ICAN.htm; Ms Ferra ID Scanner.htm; Ms Ferra Security Policy Ican.htm; RE Police concerns - Ican Studio.htm; Ican drugs book p1.pdf; Update on operations at I CAN STUDIOS.txt

Dear Kathy,

Please see the attached supporting material.

I think I have taken all the relevant e-mail addresses out but you may need to check.

Regards

Pc Mark Perry
Licensing Officer
Tower Hamlets Borough
Toby Club
Vawdry Close
E1 4UA

Supporting documents

Regards

Pc Mark Perry
Licensing Officer
Tower Hamlets Borough
Toby Club
Vawdry Close
E1 4UA

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ican studios



ICAN STUDIOS DRUGS BOOK

FROM DATE

TO DATE

Date	Time	Description	Evidence Bag No.	CAD No.	Police Signature	Date and Shoulder No.
03/05/15	19.33	CANNIBIS WOOD IN BAG RIZLA E BAG GOVERNMENT E BAG NELSON	MPSA 21027766	03/05/15 7207	<i>Cristoph</i> AC493HT	3/5/15 AC493HT
03/5/15	19.33	BAG OF MDMA.	MPSA 19842291	03/05/15 7207	<i>Cristoph</i> AC493HT	3/5/15 AC493HT
16/5/15	19.00	Cocaine in Bag		16/5/15 9055		
11	8.00pm	on the 150er 8.00pm made tablets		16/5/15 9055		
11	8.35pm	Warren Robert EASLEY Warren Robert EASLEY by Extacy Pill		16/5/15 9055		
16/5	20.05	Personal Search MAX EVERTON KETERWINN		7083 18/5/15		
	DPS Name			DPS Signature		

Policies Provided by Trade Inn Licences | 27/40 Horseferry Road, London E14 8DF

Tel: +44 (0)207 791 3370

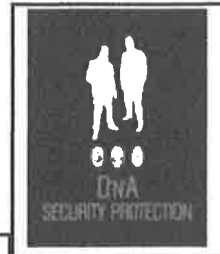
Email: info@tradeinnlicences.co.uk | www.tradeinnlicences.co.uk

Date	Time	Description	Evidence Bag No.	CAD No.	Police Signature	Date and Shoulder No.
14/5/2015	2101.	Jacob Anthony Kelly MONA INTERNAL SEARCH		7083 18/5/15		
16/5/2015	2107	SAMUEL WILLIAM MONA INTERNAL SEARCH		7083 18/5/15		
DPS Name				DPS Signature		

DNA

Security Protection Ltd.

SUMMARY REPORT



Name and address of venue	Ican Studios 35 Monier Road London E3 2PR
Event name	RED CUP EVENT
Date of Event	08/08/2015
Time of Event	23:00-06:00
Number of Guards on Duty	10
Number of People Attended Event	<u>400+</u>
License Holder	James
Duty Manager	<u>Kay</u>
Reported Incidents	1
Person (s) refused entry	<u>None</u>
Drugs and or Weapons Found	<u>1 double edge serrated knife</u>
Ejections	NONE
Summary	<p>The event started and ended on a high note with 2 reported incidents, no emergency services was called. About 04:00hrs there was a code red alert at the main search area which was called in by the Door Supervisors, I Aaron Joseph was the first to arrive at the point to be met with a male individual being confronted by the Guard, I also noticed something in his right hand, I was able to determine that it was a knife in his hand so I immediately stepped between the guard and the individual in an attempt to quell the situation. Seconds later Dean arrived and attempted a search on the individual and felt what seem like a knife in his pocket. He asked the individual to kindly empty his pockets but the individual refused, claiming he only had his phone. I heard Dean inform the individual he believe that he is in possession of a dangerous and possible offensive weapon and as a result he would be denied entry to the event. Kay and James the licensee arrived at the scene and kay informed him that she will search him, by then he had already passed on the object to a female who was sitting in his car (a white porche plate no. [REDACTED]). Dean insisted the individual will not be allowed to enter the venue because being in possession of a dangerous weapon on his person while trying to access the venue is an offence and a police matter but instead we decided that he should simply not remain at the venue. He not allowing the Guards to search him gave us the rights to refuse entry but Marlow's younger and Kay allowed him into the</p>

venue stating he is no longer armed so hence not posing a threat to anybody. The said individual and two (2) of his companions were quite vocal and very abusive to members of the security team. Security manager informed Kay that if the individual remained at the venue we will have no other choice but to turn on the lights and stop the music, failure to adhere to warnings we will also pull security personnel out of harm way. We also demanded that the mentioned knife be brought to security which was reluctantly done. The individual was allowed to remain at the venue by Marlow's younger brother and duty Manager. At that moment Dean was pleading with Kay and other persons to allow him an overseas call with Marlow but was unsuccessful until he got in touch with Mr. Logan who immediately proceeded to the venue informing Dean to wait on him till he gets to the venue before we shut it down. While handling the situation three vehicles being driven aggressively pulled up at the venue and 5 male individuals rushed up to the main gate in a behaviour indicative of persons carrying weapons and spoke to Marlow's younger brother saying they heard security messaging with their friend, He replied its ok and they proceeded towards their cars. One security staff also noticed one of the individual carrying a knife in his hand. Mr. Logan arrived at the venue and immediately called a debriefing in the office to determine what happened. Shortly after a loud bang was heard and on the CCTV screen we noticed persons rushing out of the venue. I immediately went to studio 1 and called for all security to report to there to help secure the area. We proceeded to conduct a preliminary investigation to try to determine what caused the bang and the reasons for people rushing out of the building. We spoke to a number of people but could not ascertain the cause. Traffic management was in place and enforced to drastically reduce the discomfort of any resident or visitors to the area, this was executed by placing cones along Monier Road in a way as to encourage the flow of traffic and not allowing patrons to park which would obstruct the free flow of traffic.

From: ICAN Admin [REDACTED]
Sent: 10 July 2014 16:07
To: Perry MARK J - HT; Perry MARK J - HT; Philip Kirton
Subject: moving forward at ICAN
Hi Mark,

To follow up on what happened yesterday I wanted to let you know that we have taken on board all your concerns and are putting together a plan for moving forward which will be implemented straight away so that the next 2 weeks may serve to show you that we do have everything under control so that possibly you will not object to future TENs for outdoor events. The plan covers few points which are:

- Drugs - As you know we have a new team on board and we will putting together a plan with the head security to address the detention and drugs policy. This will also include briefing for security, regular toilet checks and all substances found will be handed to the police every tuesday.
- paramedics - we are looking into hiring a paramedic during our events in order to provide immediate medical support if required.
- Sound - with our sound engineer we will set up strict procedures and sound monitoring in order to stop any complaints. Also we will make sure that anyone involved will have our management numbers so that they can contact us directly.
- scanner - Angelique has been working on our machine for the last 2 days and will carry on doing so until the machine works perfectly well again. She is on her way here now as she could not connect to it remotely to fix a couple of bugs. Additionally, we will arrange a meeting and training session for our management in order to make sure they know everything they need to know regarding the scanner and its data.

So we would like to arrange a meeting with you sometimes next week, wednesday or thursday, straight after we meet with security, sound and angelique so that we can update you on our progress. Let me know which date suits you better.

Regards

Marlow

ICAN studios Office
[REDACTED]

From: Cruickshank Alan D - HT
Sent: 19 February 2014 08:56
To: 'Angelique Ferra'
Cc: Perry MARK J - HT
Subject: A quick chat
[Hi Angelique](#)

[My colleague Mark deals with Ican and he can answer queries.](#)

[Best wishes](#)

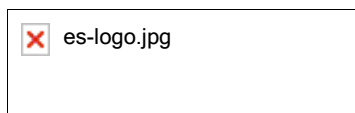
Alan

From: Angelique Ferra
Sent: 18 February 2014 21:43
To: Cruickshank Alan D - HT
Subject: A quick chat

Hi Alan

Is it possible to have a quick chat with you, it's regarding Ican Studios and the system we've just installed there?

Regards



Angelique Ferra
Company Director

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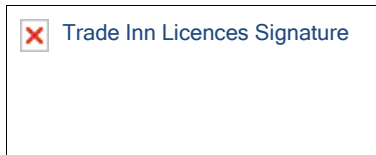
From: Angelique Ferra
Sent: 07 August 2014 14:46
To: Perry MARK J - HT; Cruickshank Alan D - HT
Cc: 'Paul'; 'Philip Kirton'; 'Alex'; 'karen Allen'
Subject: Security Policy Ican

Attachments: Ican Studios Security Policy.pdf

Dear Mark

Please find attached the requested Security Policy, can you confirm that you agree with the Policy.

Kind regards



Angelique Ferra
Licensing Consultant

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To: iCAN Operations
Subject: RE: Police concerns - Ican Studio

From: iCAN Operations **Sent:** 19 August 2015 09:42
To: Turner Peter - HT
Cc: Perry MARK J - HT
Subject: Re: Police concerns - Ican Studio

Morning Peter,

When we came to the meeting I had no idea that you would make request that would mean changing my pre arrangement to attend hospital. After leaving the police station I had to return back to homerton hospital and was not released till 4am. This whole situation has had a great effect on my family and my health but I am doing my best to do what you want. I am a single parent, at present I am arranging childcare so that I can get the logs down to the police station ASAP.

The coughing of blood became worst yesterday so it was wise for me to seek medical attention ASAP.

The logs will be at the station shortly.

Regards

Philip

On Wednesday, 19 August 2015,

[Philip](#),

[Limehouse Police station is open from 10am to 8pm. I appreciate you were ill but you did accept to bring the logs by 4pm yesterday.](#)

[My staff will review them today and I will be in touch.](#)

[PT](#)

Peter Turner | Superintendent Ops. and Partnership - HT

From: iCAN Operations **Sent:** 18 August 2015 22:06
To: Turner Peter - HT; Perry MARK J - HT; Tisi Michael J - HT; Leroy Logan
Subject: Re: Police concerns - Ican Studio

Evening Peter.

I was good to meet you and your team earlier today and I believe that your approach will enable us to be the venue you will be proud of as we work together.

In regards to your request for the operations log and the data from ID scan I have collected it from the office and I'm outside the station however the station appears to be closed.

Sorry it could not be done sooner, as I mentioned earlier I have been unwell and have been coughing up blood and need to seek medical attention. I will bring it in the morning and leave it in front desk if anything else is required please call myself or Leroy.

Thank you once again for your leadership on this matters.

Regards

Philip

Update on operations at I CAN STUDIOS

From: Philip Kirton

Sent: 08 May 2015 03:45

To: Perry MARK J - HT; leroylogan; tommy.offe;
<icanoperations[REDACTED]>; licensing@towerhamlets.gov.uk;

Subject: Update on operations at I CAN STUDIOS

Hi Mark,

I would like to inform you that Mr Leroy Logan MBE will be our security consultant as of today and is responsible for all security matters at I CAN STUDIOS. Health and safety is a priority for us so we have decided to work with a advisor/consultant that provides the best practice. Please copy Mr Logan into any future correspondence.

Regards

Sent from my iPhone

Appendix 2



**METROPOLITAN
POLICE**

TOTAL POLICING

Certificate under Section 53A(1)(b) of the Licensing Act 2003

Metropolitan Police Service | New Scotland | Yard 8-10 Broadway | London | SW1H 0BG

I hereby certify that in my opinion the premises described below are associated with:
both serious crime and serious disorder

Premises (Include business name and address and any other relevant identifying details):

Postal address of premises or club premises, or if none, ordnance survey map reference or description:

A Class Above Events and Hospitality Ltd, 33 - 35 Monier Road,

Post town:

Tower Hamlets, London

Post code:
(if known)

E3 2PR

Premises licence number (if known):

18369

Name of premises supervisor (if known):

Philip Kirton

I am a Superintendent* in the Metropolitan Police Service.

*Insert rank of officer giving the certificate, which must be superintendent or above.

I am giving this certificate because I am of the opinion that other procedures under the Licensing Act are inappropriate in this case because:

(Give a brief description of why other procedures such as a standard review process are thought to be inappropriate, e.g. the degree of seriousness of the crime and/or disorder, the past history of compliance in relation to the premises concerned)

There have been two serious incidents of violence at the premises in the last 4 months, both involving firearms. The premises now has become associated with violence. The premises management have failed to abide by the conditions of their license on both occasions and have failed to show they can safely run late night events at the licensed premises. Police have concerns that if there are future late night events there will be disorder and if there is that the management will not be able to keep either their staff or customers safe. An expedited review is therefore necessary to prevent these late night events from taking place.

Signature

Signature:

Date:

21/8/2015

Appendix 3

(A Class Above Events & Hospitality Ltd)
33-35 Monier Road
London
E3 2PR

Licensable Activities authorised by the licence

The sale by retail of alcohol
The provision of late night refreshment
The provision of regulated entertainment

See the attached licence for the licence conditions

Signed by

John McCrohan 
Trading Standards and Licensing Manager

Date: 17th October 2013
Variation 8th July 2014



Part A - Format of premises licence

Premises licence number

18369

Part 1 - Premises details

Postal address of premises, or if none, ordnance survey map reference or description

(A Class Above Events & Hospitality Ltd)
33-35 Monier Road

Post town

London

Post code

E3 2PR

Telephone number

None

Where the licence is time limited the dates

Not applicable

Licensable activities authorised by the licence

- The sale by retail of alcohol
- The provision of late night refreshment
- The provision of regulated entertainment

The times the licence authorises the carrying out of licensable activities

The supply of alcohol

- Sunday to Thursday from 10:00hrs to 23:00hrs
- Friday to Saturday from 10:00hrs to 00:00hrs (midnight)

The provision of late night refreshment (both indoors and outdoors)

- Friday to Saturday from 23:00hrs to 00:00hrs

The provision of regulated entertainment in the form of films (indoors), Live Music (indoors), Recorded Music (indoors), Performances of Dance (indoors), Anything of a Similar Description (indoors); Provision of Facilities for Making Music (indoors), Provision of Facilities for Dancing (indoors) and Anything of a Similar Description (indoors)

- Sunday to Thursday from 10:00hrs to 23:00hrs
- Friday to Saturday from 10:00hrs to 00:00hrs (midnight)

Non-Standard Times

2) Fifty (50) non-standard hours of operation - from 10:00 to 06:00 am

The non-standard hours of operation require that:

A) - 10 working days prior to the event notice is given of their use to both Tower Hamlets Police Licensing, and to Tower Hamlets Environmental Health

B) - Both Tower Hamlets Police and Environmental Health have the right of veto of the use of non-standard hours.

The conditions of the license still apply when the non-standard hours are used.

The opening hours of the premises

- Sunday to Thursday from 10:00hrs to 23:00hrs
- Friday to Saturday from 10:00hrs to 00:00hrs (midnight)

Where the licence authorises supplies of alcohol whether these are on and/ or off supplies

- On and off sales
- Pizzeria – On sales only

Part 2

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

A Class Above Events & Hospitality Ltd

[REDACTED]

[REDACTED]

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

Registered Number: 08098228

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

Philip Kirton

[REDACTED]

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol

Licence Number: [REDACTED]

Issuing Authority: [REDACTED]

Annex 1 - Mandatory conditions

No supply of alcohol may be made under the premises licence-

- a) at a time where there is no designated premises supervisor in respect of the premises licence, or
- b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended

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

Security:

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

This does not apply to premises within paragraph 8(3)(a) of Schedule 2 to the Private Security Industry Act 2001, (premises with premises licences authorising plays or films), or in respect of premises in relation to- any occasion mentioned in paragraph 8(3)(b) or (c) of Schedule 2 (premises being used exclusively by club with club premises certificate, under a temporary event notice authorising plays or films or under a gaming licence), or any occasion within paragraph 8(3)(d) of Schedule 2 (occasions prescribed by regulations under that Act) unless the Licence specifically states otherwise.

Security activity means an activity to which paragraph 2(1) (a) of Schedule 2 of the Private Security Industry Act 2001 of that schedule applies, and Paragraph 8(5) of Schedule 2 (interpreting of references to an occasion) applies as it applies in relation to paragraph 8 of Schedule 2 of the Private Security Industry Act 2001

Films:

Where the exhibition of films is authorised, the admission of children to the exhibition of any film must be to be restricted as follows: If the London Borough of Tower Hamlets Licensing Section has issued a particular notification of restriction to the licence holder, that restriction must be adhered. Otherwise the recommendation of the film classification body must be followed. Children means persons aged under 18 and "film classification body" means the person or persons designated as the authority under section 4 of the Video Recordings Act 1984 (currently the British Board of Film Classification)

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.
5. 1. 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.
2. 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(1);
 - (b) “permitted price” is the price found by applying the formula —

$$P = D + (D \times V)$$
 where —
 - (i) **P** is the permitted price
 - (ii) **D** is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
 - (iii) **V** is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
 - (c) “relevant person” means, in relation to premises in respect of which there is in force a premises licence
 - (i) the holder of the premises licence
 - (ii) the designated premises supervisor (if any) in respect of such a licence, or
 - (iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence
 - (d) “relevant person” means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of

- the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and
- (e) “value added tax” means value added tax charged in accordance with the Value Added Tax Act 1994(2)
3. Where the permitted price given by Paragraph (b) of paragraph 2 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.
4. (1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day (“the first day”) would be different from the permitted price on the next day (“the second day”) as a result of a change to the rate of duty or value added tax
- (2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day

Annex 2 - Conditions consistent with the operating Schedule

Note: The conditions of the license still apply when the non-standard hours are used.

1. No nudity or semi nudity permitted;
2. Children will not be on the premises after 21.00 hours unless they are in the company of an adult/guardian;
3. The Acoustic Report (Report Reference: SA-2411, Report Date: 14.01.2013) forms part of the operating Schedule
4. The venue is to do all that is necessary and possible to ensure that the best possible standards of security are being met;
5. CCTV will be installed to Police satisfaction with the following conditions: The premises shall install and maintain a comprehensive CCTV system as per the minimum requirements of a Metropolitan Police Crime Prevention Officer. All entry and exit points will be covered enabling frontal identification of every person entering in any light condition. The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises. All recordings shall be stored for a minimum period of 31 days with date and time stamping. Recordings shall be made available immediately upon the request of Police or authorised officer throughout the preceding 31 day period;

6. A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises is open to the public. The staff member shall be able to download the images and present them immediately on request with the absolute minimum of delay when requested;
7. In addition to the requirements under condition (2) a monitor must be immediately viewable upon entering the premises showing real time footage so that patrons can clearly identify that they have been capture on CCTV as they enter the premises;
8. The CCTV Camera system and coverage thereof must cover both internal and external to the premises;

Entry and Search Policy

9. There shall be an ID Scanner in operation during every event at Ican Centers where there is regulated entertainment or the sale of alcohol. It is the duty of both the licensee or DPS and the duty manager to ensure that everyone that enters the premises has had their ID scanned; the I D Scanner shall be activated 7 pm each evening the premises is opened;
10. Operate the "Challenge 25" scheme and must always request valid photographic ID from anyone appearing to look under the age of 25 years;
11. SIA Door Staff are to carry out checks on bags and personal items that customers may be carrying with them. Checks are also to be made on customers' upon entry to the venue In the event of any weapons or of illegal substances and being discovered the individual should be detained, the item confiscated, the duty manager notified and the Police called immediately;
12. A drug safe log system will be employed at the premises to account for the seizure of drugs from customers. The premises management will liaise with the police for regular collection of seized drugs. All seized items will be placed in sealed bags the bags will be sealed, signed by the person seizing, taking the drugs or confiscated items and date written and a quantity and description shall also be entered on the log;
13. Registered Door Supervisors employed at the venue must maintain a refusals log which should record a time, date, and place of the refusal, this will include a comprehensive description of the refusal subject including their dress;

Drugs Seizure Police

14. Premises to operate a zero tolerance policy to drugs and comply with the Tower Hamlets Council and Metropolitan Police "Venue Watch - Code of Practice";

15. Toilet areas of the premises are to be checked regularly by members of staff for unusual activity and no less frequent than 2 times each hour when regulated entertainment is in progress;
16. Seizure: If any substances are found they should be seized, placed into an evidence bag, sealed, signed counter signed, and placed into the drug box and transferred to the safe at the venue. Any person found with suspected illegal drugs on them is to be detained and by security and the police called via the 999;
17. Collection: A phone call is made to the Met Police's 101 number to arrange the collection of any confiscated drugs. Each drug bag is to be individually numbered and will need to be accounted for by the venue manager;
18. Notices at the entrance and around the building and on promotional literature notifying customers that "We do not permit entry to those who are found with any controlled substance. Any person found with suspected illegal drugs on them is to be detained and by security and the police called via the 999";
19. Retention: A written record will be made in the venue in the incident book/drug seizure form. This will include the date, time, signature of the finder, a brief description of the suspect (or a picture from CCTV), and if then placed in the venue safe, the venue manager will also sign. The written record will also include the name of the person who was searched;
20. An elected member of the door team must carry out a head count in the venue using a mechanical 'clicker' and use this to continue counting customers in and out of the venue during the course of the shift. This member of door staff must ensure that there are no more people on the premises than is allowed;
21. SIA Staff are to wear "high visibility" reflective jackets clearly identifying them as security, with SIA badges on display at all times;
Registered Door Supervisors will be responsible for searching every customer as they enter the venue and the search is to be conducted only in areas covered CCTV;
22. The premises shall engage with the Metropolitan Police regarding noise and drugs issues in the immediate surrounding area of Monier Road, Remus Road and Smeed Road;

Theft on the premises

23. The I Can Studios will actively discourage and monitor theft activities on its premises;

Before Entry

24. Security Briefing – Managers will endeavour to make the Security Team aware of any specific issues of theft and pick pocketing associated with any particular promoted event during the security briefing before doors open;
25. Profiling: Are they typical customers, have they been to the venue before, where did they hear about the event etc. – identifying any potentially suspicious behaviour from people at the point of entry;
26. Dress Code issues – identify any potential risks such as girls with large handbags with suspiciously few belongings in them, or guests wearing tracksuit bottoms over additional bottoms;
27. Talk to everyone: To detect accents, knowledge of the event. etc. – ensuring that anyone associated with a group that has been identified as potentially suspicious can be detected as early as possible;
28. Communicate with high-risk guests – ensure they are specifically told of what they can do to minimize the risk of being targeted (use the cloakroom, watch out for your phones, keep your handbag in front of you, don't dance around handbags and check them in instead);
29. Ticketing issues: Names on tickets – fake names, repeated names – adhering to a strict ticketing policy that prevents entry to anyone who cannot verifiably confirm the provenance of their ticket.
30. Assessing large groups and people on their own: Do they stand out? If so, go through questions and checks to confirm that they have a valid reason for attending the event. Do they know the name of the act, the names of the acts member(s);
31. Extra signage: as part of security checks, the Security Team should ensure that there is sufficient signage around the premises ahead of doors opening warning people to look out for their belongings and to report any suspected thefts as quickly as possible. The Security Team and the Manager will work closely together on ensuring communications to the public in that respect are as clear as possible;

During the Event

32. Informing all Staff & Security – in the event of alleged theft, make sure that all managers, Security Team and all other staff are aware of the issue and actively monitoring & reporting any suspicious activity;
33. Directing Theft Allegations – ensuring there is a procedure to distinguish lost property issues (to be directed to the cloakroom) from alleged theft issues, which all need to be reported to the Head of Security and suitably documented as relevant;

34. Response to Allegations – when instructed to do so by the Manager (or head of Security) and wherever possible, ensure the Security Team re-direct their attentions and efforts towards identifying and catching any persons suspected of theft;
 35. Security Checks on the Way Out – random bag & coat checks on the way out to help identify anyone who may be concealing additional possible stolen items;
 36. Stop & Search procedure – Identify any guests who have had allegations made against them (from guests, staff or security team) – Firstly call the police and report your suspicions. Security must keep watching the suspected person;
 37. Documenting all incidents – Security Team to ensure relevant lost property /theft forms after each reported incident are filled in and documented;
 38. Communications with police – Security Team to be aware of the correct procedure in terms of involving the police for any serious reports or incidents. Any questions please contact Pc Mark Perry or the Tower Hamlets Licensing Unit or if not available Met Police's 101 crime number;
 39. Refusal of Sale of Alcohol - Any refusal of the sale of alcohol to a guest is to be recorded in the refusal log;
- Closing down procedure
40. All patrons waiting for a minicab/taxi will be encouraged to wait within the premises;
 41. Cab operators shall be informed of the need to keep noise to a minimum and switch their vehicles' engines off whilst waiting for clients;
 42. All minicab/taxi firms used shall be requested to instruct their drivers not to block Monier Road or the entrance of the premises (Remus Road) or roads in the immediate vicinity of the premises at any time, all minicabs/taxi firm shall not be permitted to blow their car horns or wait with their engines running whilst outside the premises. [To prevent noise disturbance and in the interest of public safety];
 43. Large street signage to deter taxi touting to be displayed during opening hours;
 44. Prominent and clearly legible notices shall be displayed in all egress areas of Remus Road and Smeed Road requesting patrons to respect the needs of local residents and to leave the premises and area quietly;

45. A nominated person from the premises to engage with the Metropolitan Police and Transport to assist with illegal taxis not assigned to the premises;
46. Last orders for alcoholic beverages will be 30 minutes before the closure of the premises;
47. After the last song has finished the house lights will be turned on by the duty manager – operating schedule;
48. Please wait fifteen minutes after the lights being turned on before asking customers to leave. This will stagger the egress and help ease the cloakroom;
49. Management should be actively involved with seeing customers off the premises, wishing them goodnight and to also be considerate to the neighbours as they leave;
50. The SIA staff is to be deployed in numbers and a pattern agreed by the Police;
51. Registered Door Supervisor (SIA) will be employed (1) SIA per one hundred (100) customers or part thereof. On other occasions security is to be considered on a continual basis. All details (full name, DOB, Address, SIA badge number, company and Booking on - off times) to be recorded and to be made available to police immediately;
52. DPS / Premises Licence Holder will ensure that customers shall not be permitted to take any drinks outside/including the car park and smoking area of the premises;
53. Patrons permitted to temporarily leaving the premises (for smoking) and then re-enter the premises shall be monitored by an SIA member of staff;
54. Person's re-entering the premises (from the smoking area) shall be searched by a registered door supervisor (SIA);
55. A register of all Registered Door Supervisors to be maintained. [This shall include name, badge number on prominent display, the employer agency (if any) and the time of starting and finishing work];
56. Sale/Supply of alcohol under the Premises Licence must be made or authorize by a person who hold a personal licence;
57. There shall be a Designated Premises Supervisor or Personal licence holder on duty on the premises at all times when the premises when opened to the public;

58. The premises shall not take part or carry out arrange or participate in any irresponsible promotions in relation to the premises. [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 in a manner which carries a significant risk of leading or contributing to crime and disorder, prejudice to public safety, public nuisance or harm to children];
59. The premises to have in place a waste Management Plan to include the public highway areas of Monier Road and Smeed Road;
60. No rubbish, including bottles, shall be moved, removed or placed in outside areas between 23:00hrs and 08:00hrs;
61. No rubbish shall be left on the pavement outside the premises at any time;
62. An incident log shall be maintained at the premises, and made available on request to an authorised officer of the Council or the Police, recordable offences will include allegations of criminal offence and 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;
 - e) seizures of drugs or offensive weapons;
 - f) any faults in the CCTV system or searching equipment or scanning equipment;
 - g) any refusal of the sale of alcohol;
 - h) any visit by a relevant authority or emergency service;
63. A log shall be kept detailing all refused sales of alcohol. The log should include the date and time of the refused sale and the name of the member of staff who refused the sale. The log shall be available for inspection by the police or an authorised officer of the Council at all times;
64. Prominent signage indicating the permitted hours for the sale of alcohol shall be displayed so as to be visible before entering the premises, where alcohol is on public display, and at the point of sale;

Additional Conditions:

65. All events with regulated entertainment to be risk assessed and a 696 form completed and submitted to
SCD9ProactiveLicensingIntelligence@met.police.uk at least 3 weeks prior to the event;

66. While the premises is open to the public and selling alcohol there shall be a manager who is a personal license holder;

Prevention of Public Nuisance

67. A sound limiting device located in a separate and remote lockable cabinet from the volume control shall be fitted to any musical amplification system and set at a level determined by and to the satisfaction of an authorised officer of the Environmental Health Service's Community Protection Department to ensure that no noise nuisance is caused to local residents. The operational panel of the noise limiter shall then be secured to the satisfaction of officer from the Environmental Health Service. The keys securing the noise limiter cabinet shall be held by the licence holder or authorised manager only, and shall not be accessed by any other person. The limiter shall not be altered without prior agreement with the Environmental Health Service;

68. Loudspeakers shall not be located in the entrance lobby or outside the curtilage of the building;

69. All windows and external doors shall be kept closed after 19:00 hours, or at any time when regulated entertainment takes place, except for the immediate access and egress of persons;

70. A lobby entrance arrangement to be installed and maintained at the entrance of the premises;

Prevention of Noise Pollution and Public Disturbance

71. Music levels are not to exceed acceptable levels even at peak times. These Levels are to be mutually agreed upon by the DPS, Local Authorities Environment Department and local residents (if necessary);

72. As relevant, the noise limiter should be set to ensure that both a level of music and patron noise is achieved at least -10 dB below the lowest recorded background noise level or not audible at either 1.0m outside any affected residential façade or within any affected habitable rooms with the windows open;

73. For all events that finish past Tower Hamlets framework hours, Quiet Marshalls in high visibility tabards are to operate outside the premises to make sure that customers are leaving the area quietly;

74. Notices shall be prominently displayed at all exits requesting patrons to respect the needs of local residents and leave the area quietly;

75. Customers arriving and leaving the premises will be advised that there shall be no parking towards Iron Works or Omega Works [To prevent the likelihood

of noise disturbance to local residents]. This shall be supervised by authorized staff members dressed in “high visibility vests”;

76. At least 2 SIA licensed door supervisors shall be on duty at the entrance of the premises at all times whilst it is open for business from 21:00 hours;
77. A direct telephone number for the manager at the premises shall be publicly available, the telephone number shall be made available to residents in the vicinity;
78. Designated Premises Supervisor or Personal Licence Holder (nominated /responsible member of staff who holds a Personal Licence) to be present when trading after 21:00 hours. [Allowing close supervision of staff and a single point of contact for the police and other agencies when attending the location];
79. A cloakroom attendant shall be on duty in the cloakroom when the premises is open to the public;
80. The premises shall prominently display signage informing customers: -
 - a. To leave quietly and to respect your neighbours;
 - b. CCTV is in operation and police have instant access to the footage;
 - c. Searching of customers prior to entry is a requirement of entry. No search – No entry policy is operated on the premises;

Public safety

81. All staff engaged outside the entrance to the premises, or supervising or controlling queues, shall wear “high visibility” reflective jackets clearly identifying them as members of staff;
82. The licence holder shall ensure that any queue to enter the premises which forms outside the premises is orderly and supervised by SIA door supervisors so as to ensure that there is no public nuisance or obstruction to the public highway;
83. The attending manager or designated responsible staff member of the premises shall remain on the premises until it is fully cleared of all customers;
84. Smoke detectors and a fire alarm system shall be installed within the premises and be maintained in working order at all times;
85. Adequate facilities shall be maintained for disabled visitors and arrangements shall be in place to enable the safe evacuation of disabled visitors in the event of an emergency and that disabled visitors are made aware of these arrangements;

86. All emergency doors shall be maintained effectively self closing and not held open other than by an approved device;

Protection of Children from harm

87. The venue shall prominently display notices advising customers of The “Challenge 25 Policy” the acceptable proof of age such evidence may include a UK photo driving licence or passport and proof of age cards bearing the PASS hologram symbol.

Pizzeria:

88. There will be no regulated entertainment in the pizzeria area, including the roof of the pizzeria and the external area of the pizzeria.

89. On days when the other areas of the venue are going to be open to customers, the pizzeria will close one hour before those areas are opened to customers.

90. The external area of the pizzeria, including the roof, will be closed to customers from 21:30 hours each day. After this time customers of the pizzeria can use the ground level external area of the pizzeria for smoking. Customers going into this area to smoke cannot take drinks with them.

91. During events that utilise other areas of the Ican Centre, the pizzeria will only be open to existing guests of the event, there will be no extra admission to customers who solely wish to use the pizzeria. On these occasions the opening hours, and hours for the sale of alcohol and the provision of late night refreshments, will be the same as those of the other areas of the venue.

92. Drinking will be permitted in the outdoor area of the pizzeria when only the pizzeria is trading

93. The service to outside tables will cease at 21.30 hours, the terrace and external areas of the pizzeria will close and furniture will be put away.

Annex 3 - Conditions attached after a hearing by the licensing authority

Not applicable.

Annex 4 - Plans

The plans are those submitted to the licensing authority on the following date:

- Ground Floor Plan - Drawing Number: 302(00)100.16 and 302(00)100.02.
- First Floor Plan – Drawing Number: 302(00)100.18.
- Project Number: 302.G.1212.01.
- Pizzeria Area submitted on 14/3/14



Part B - Premises licence summary

Premises licence number

18369

Premises details

Postal address of premises, or if none, ordnance survey map reference or description

(A Class Above Events & Hospitality Ltd)
33-35 Monier Road

Post town

London

Post code

E3 2PR

Telephone number

None

Where the licence is time limited
the dates

Not applicable

Licensable activities authorised
by the licence

The sale by retail of alcohol
The provision of late night refreshment
The provision of regulated entertainment

The supply of alcohol

Sunday to Thursday from 10:00hrs to 23:00hrs
Friday to Saturday from 10:00hrs to 00:00hrs (midnight)

The provision of late night refreshment (both indoors and outdoors)

Friday to Saturday from 23:00hrs to 00:00hrs (midnight)

The times the licence authorises the carrying out of licensable activities

The provision of regulated entertainment in the form of films (indoors), Live Music (indoors), Recorded Music (indoors), Performances of Dance (indoors), Anything of a Similar Description (indoors); Provision of Facilities for Making Music (indoors), Provision of Facilities for Dancing (indoors) and Anything of a Similar Description (indoors)

Sunday to Thursday from 10:00hrs to 23:00hrs

Friday to Saturday from 10:00hrs to 00:00hrs (midnight)

Non-Standard Times

Fifty (50) non-standard hours of operation - from 10:00hrs to 06:00hrs the following day.

The non-standard hours of operation require that:

a) - 10 working days prior to the event notice is given of their use to both Tower Hamlets Police Licensing, and to Tower Hamlets Environmental Health;

b) - Both Tower Hamlets Police and Environmental Health have the right of veto of the use of non-standard hours.

The conditions of the full license still apply when the non-standard hours are used.

The opening hours

- Sunday to Thursday from 10:00hrs to 23:00hrs
- Friday to Saturday from 10:00hrs to 00:00hrs (midnight)

Name, (registered) address of holder of premises licence

A Class Above Events & Hospitality Ltd



Where the licence authorises supplies of alcohol whether these are on and / or off supplies

On and off sales
Pizzeria – On sales only

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

Registered Number: 08098228

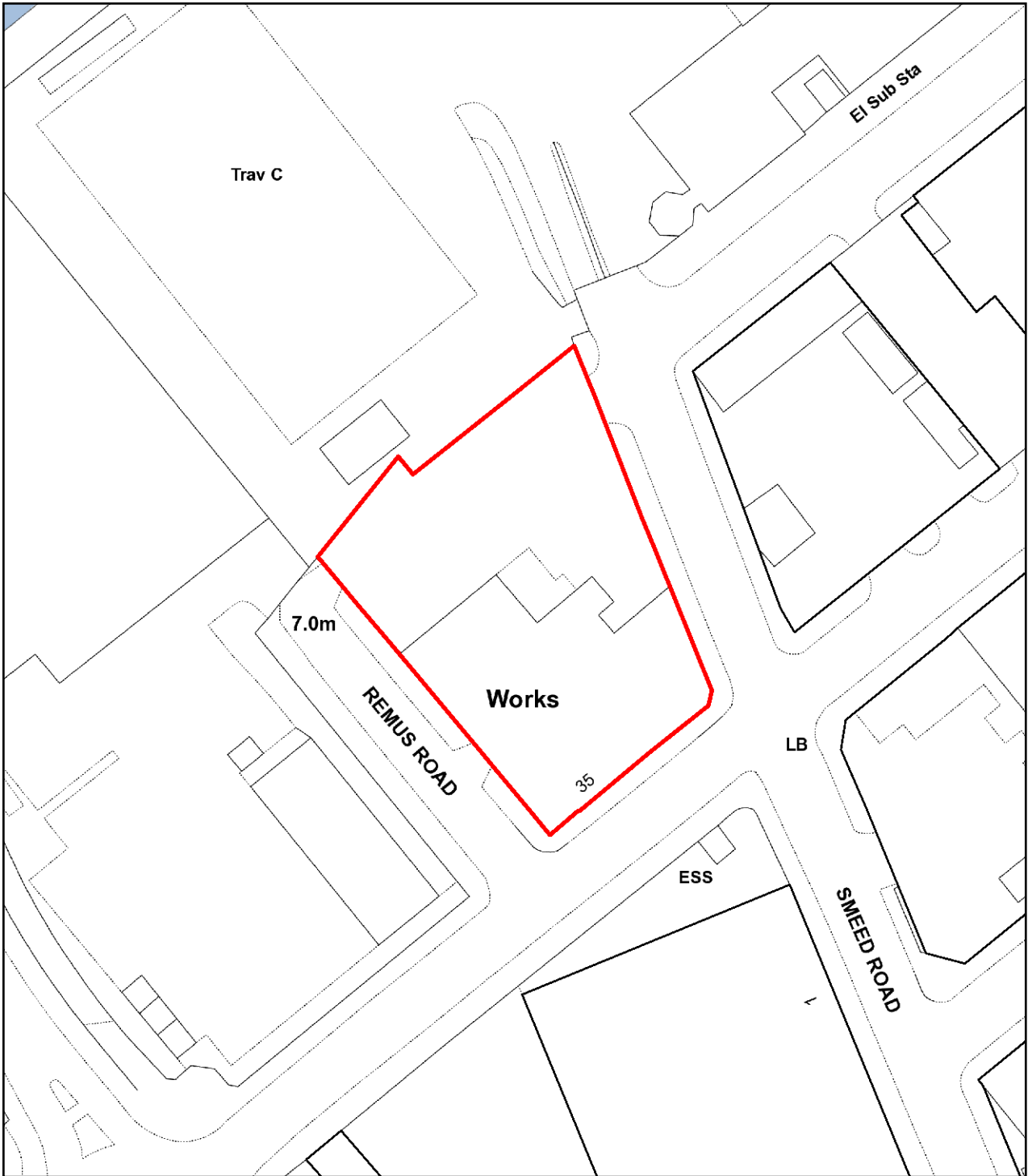
Name of designated premises supervisor where the premises licence authorises for the supply of alcohol

Philip Kirton

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

Children will not be on the premises after 21.00 hours unless they are in the company of an adult/guardian.

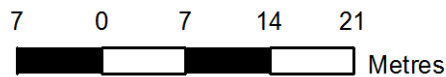
Appendix 4



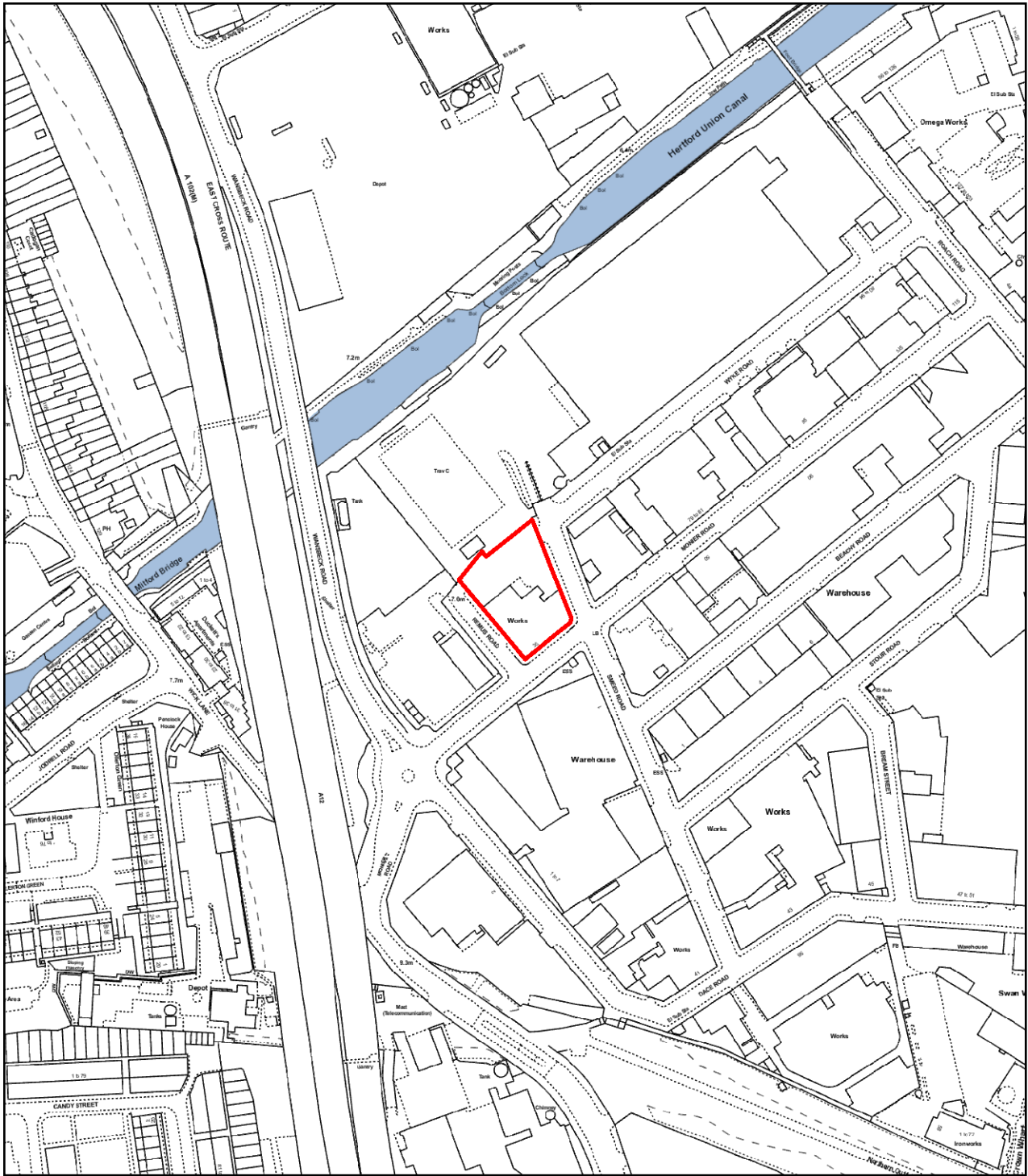
33-35 Monier Rd



Scale 1:769



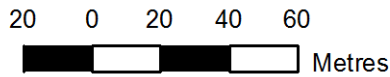
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33-35 Monier Rd



Scale 1:2690



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Appendix 5



Home Office

Section 53A Licensing Act 2003

Summary Review Guidance

CONTENTS

- 1. Introduction**
- 2. The Steps – Summary Review**
- 3. The Licensing Authority and the Interim Steps**
- 4. Making representations against the Interim Steps**
- 5. The Review of the Premises Licence**
- 6. Right of Appeal**

ANNEX A

- 1. Certificate Under section 53A(1)(b) of the Licensing Act 2003**

ANNEX B

- 2. Application for the review of a premises licence under section 53A of the Licensing Act 2003 (premises associated with serious crime or disorder)**

INTRODUCTION

- 1.1 This guidance explains how to use the provisions in the Licensing Act 2003 (“the 2003 Act”), inserted by section 21 of the Violent Crime Reduction Act 2006, which allow a quick process for attaching interim conditions to a licence and a fast track licence review when the police consider that the premises concerned is associated with serious crime or serious disorder (or both).
- 1.2 This guidance has no statutory basis but is intended to assist police forces and licensing authorities when considering using the procedures.
- 1.3 The powers are set out in sections 53A to 53C of the 2003 Act and apply only where a premises licence authorises the sale of alcohol. They do not apply in respect of other premises licences, or to premises operating under a club premises certificate. The purpose of these powers is to complement existing procedures in the 2003 Act for tackling crime and disorder associated with licensed premises. Existing powers in Part 8 of the 2003 Act provide for the instant closure of premises by the police in some circumstances (in essence, disorder or nuisance) and the consequent review of premises licences by the licensing authority. The powers under sections 53A to 53C, which are in Part 3 of the 2003 Act, are aimed at tackling serious crime and serious disorder, in particular (but not exclusively) the use of guns and knives.
- 1.4 The powers allow:
 - the police to trigger a fast track process to review a premises licence where the police consider that the premises are associated with **serious** crime or **serious** disorder (or both); and
 - the licensing authority to respond by taking interim steps quickly, **where appropriate**, pending a full review.
- 1.5 In summary, the process is:
 - the chief officer of police for the area in which the premises are situated may apply to the licensing authority for an expedited review of a premises licence where a senior police officer has issued a certificate stating that in his/her opinion the premises are associated with serious crime or serious disorder (or both);
 - on receipt of the application and the certificate, the licensing authority must within 48 hours of the time of its receipt consider whether it is necessary to take interim steps pending determination of the review of the premises licence – the authority must in any event undertake a review within 28 days after the day of receipt of the application.
- 1.6 The options open to the licensing authority at the interim steps stage include:
 - modification of the conditions of the premises licence;
 - the exclusion of the sale of alcohol by retail from the scope of the licence;
 - removal of the designated premises supervisor from the licence; and

- suspension of the licence.

1.7 Following the full licence review, the licensing authority may do any of the above or may revoke the licence.

1.8 The purpose of this guidance is to:

- set out the circumstances where the power can be used; and
- outline the process and the steps at each stage.

THE STEPS

2. Triggering the expedited review

2.1 Section 53A of the Licensing Act 2003 sets out who may apply for an expedited review and the circumstances in which it can be used.

Application for expedited review

2.2 The chief officer of police for the area in which the premises are situated may apply to the relevant licensing authority for an expedited licence review if a **senior member** of the force has issued a **certificate** that in his/her opinion a licensed premises is associated with **serious crime or serious disorder (or both)**.

2.3 The key definitions used above are:

- **Senior member of the force:** This must be an officer of the rank of superintendent or above.
- **Certificate:** This is a formal note which identifies the licensed premises and includes a signed statement by a senior officer that he believes the premises is associated with serious crime, serious disorder or both. **This form is not prescribed in legislation. However, a sample form which forces may wish to adopt is attached at annex A to this guidance.**
- **Serious crime:** The tests to determine the kinds of conduct that amount to serious crime are set out in section 81(2) and (3) (a) and (b) of the Regulation of Investigatory Powers Act 2000. Those tests are that the conduct:
 - (a) constitutes an offence for which a person who is 21 years of age or over with no previous convictions could reasonably be expected to be sentenced to imprisonment for 3 years or more; and
 - (b) Involves the use of violence, results in substantial financial gain or is conduct by a large number of persons in pursuit of a common purpose.
- **Serious disorder:** There is no definitive list of behaviours that constitute serious disorder, and the matter is one for judgment by the local police. The phrase should be given its plain, ordinary meaning, as is the case under section 12 of the Public Order Act 1986 in which it is also used.
- **The application for a summary or expedited review:** this is an application made by, or on behalf of, the Chief Officer of Police under section 53A of the

2003 Act. **The application must be made in the form which is set out in Schedule 8A to the Licensing Act 2003 (Premises licences and club premises certificates) Regulations 2005 (SI 2005/42). The completed application must be accompanied by the certificate issued by a senior officer. The form which must be used is reproduced in annex B of this guidance.**

2.4 In deciding whether to sign a certificate, the senior officer will want to consider the following (as applicable):

- The track record of the licensed premises concerned and whether the police have previously had cause to give advice about serious criminal or disorderly conduct (or the likelihood of such conduct) attributable to activities taking place on the premises – it is not expected that this power will be used as a first response to a problem.
- The nature of the likely crime and/or disorder – is the potential incident sufficiently serious to warrant using this power?
- Should an alternative power be deployed? Is the incident sufficiently serious to warrant use of the powers in sections 161 to 165 of the 2003 Act to close the premises? Or could the police trigger a standard licence review to address the problem? Alternatively, could expedited reviews be used in conjunction with other powers (for example, modifying licence conditions following the use of a closure power).
- What added value will use of the expedited process bring? How would any interim steps that the licensing authority might take effectively address the problem?

2.5 It is recommended that these points are addressed in the chief officer's application to the licensing authority. In particular, it is important to explain why other powers or actions are not considered to be appropriate. It is up to the police to decide whether to include this information in the certificate or in section 4 of the application for summary review. The police will also have an opportunity later to make representations in relation to the full review.

2.6 In triggering the process, the police will wish to take into account the fact that an intended use of the power is to tackle the use of dangerous weapons and the violence they fuel. For example, in appropriate circumstances the police might want to make representations to the licensing authority suggesting that they modify the conditions of the premises licence to require searches of customers for offensive weapons upon entry. Under the powers in sections 53A to 53C, this could be done on an interim basis pending a full hearing of the issues within the prescribed 28-day timeframe.

2.7 Similarly, the power could, **where appropriate**, be used to reduce the risk of injury caused by glass by requiring the adoption of a safer alternative (but see paragraphs 3.6 and 3.7 below).

2.8 However, it should continue to be borne in mind that these are selective measures. It is not the aim to require all licensed premises to undertake these searches or use toughened glass. Rather, the policy aim is to provide a selective

tool, to be used proportionately, to limit this condition to those pubs that are at risk either because police intelligence shows there is a risk of knives/guns being carried or because crime and disorder has occurred on the premises.

3. The Licensing Authority and the interim steps

3.1 Within 48 hours of receipt of the chief officer's application, the licensing authority must give the premises licence holder and responsible authorities a copy of the application for review and a copy of the certificate, and must also consider whether it is necessary to take interim steps. When calculating the 48 hour period any non-working day can be disregarded.¹

3.2 The licensing authority may want to consult the police about the steps that it thinks are appropriate, pending the determination of the review, to address the immediate problems with the premises, in particular the likelihood of serious crime and/or serious disorder. The licensing authority may consider the interim steps without the holder of the premises licence having been given an opportunity to make representations. This does not, of course, mean that the licensing authority *cannot* afford such an opportunity if it thinks it appropriate and feasible to do so in all the circumstances.

3.3 The determination of interim steps is not a matter that may be delegated to an officer of the licensing authority. The relevant decisions are likely to be taken by a licensing sub-committee. It should also be noted that there is no requirement for a formal hearing in order to take interim steps. This means that the relevant sub committee members can communicate by telephone or other remote means in order to reach a decision. A written record should always be produced as soon as possible after a decision is reached.

3.4 The interim steps that the licensing authority must consider taking are:

- the modification of the conditions of the premises licence;
- the exclusion of the sale of alcohol by retail from the scope of the licence;
- the removal of the designated premises supervisor from the licence; and
- the suspension of the licence.

Modification of the conditions of the premises licence can include the alteration or modification of existing conditions or addition of any new conditions, including those that restrict the times at which licensable activities authorised by the licence can take place. Further examples of possible licensing conditions, including those aimed at tackling crime and disorder, can be found in the amended guidance issued under section 182 of the 2003 Act (available at:

www.homeoffice.gov.uk/publications/alcohol-drugs/alcohol/guidance-section-182-licensing).

3.5 If the licensing authority decides to take steps at the interim stage:

¹ This means that, for example, if the application was received at 3pm on a Friday, the 48 hour period would cover the remaining 9 hours on that Friday and the remaining 39 hours starting on the Monday morning (provided it was not a bank holiday). In this case the licensing authority would have to decide on interim steps by 3pm on the Tuesday.

- the decision takes effect immediately, or as soon after it as the licensing authority directs; but
- the licensing authority must give immediate notice of its decision and its reasons for doing so to the holder of the premises licence and the chief officer of police who made the application. The 2003 Act does not specify that the immediate notice has to be in writing. However, in an individual case the licensing authority may consider that the need for immediate communication at least initially requires a non-written approach, such as a telephone call. This may happen when, for example, the authority decides that the decision should have immediate effect. In such a case, the decision and the reasons for it should be explained clearly and in full to the licence-holder (or someone who may properly act for the licence-holder), and the call followed up as soon as possible with a written version of the decision and the reasons (for example, by email or fax) which is identical to, or not significantly different from, the version given by telephone.

3.6 The licensing authority, in deciding when its decision on interim steps should take effect, should consider the practical implications of compliance in relation to the premises. For example to comply with a modification of the conditions of a licence that requires employment of door supervisors, those running the premises may need some time to recruit appropriately qualified and accredited staff.

3.7 In addition, very careful consideration needs to be given to interim steps which would require significant cost or permanent or semi-permanent adjustments to premises which would be difficult to remove if the outcome of the subsequent full review was to withdraw or modify those steps. For example, making structural changes, installing additional CCTV or replacing all glassware with safer alternatives may be valid steps, but might be disproportionate if they are not likely to be deemed necessary following the full review (or any subsequent appeal). The focus for interim steps should be on the immediate measures that are necessary to prevent serious crime or serious disorder occurring. In some circumstances, it might be better to seek suspension of the licence pending the full review, rather than imposing a range of costly conditions or permanent adjustments.

4. Making representations against the interim steps

4.1 The premises licence holder may make representations against the interim steps taken by the licensing authority. There is no time limit for the premises licence holder to make representations on the interim steps, although in practice this would at some point be superseded by the full review which would have to be completed within 28 days of the application being received by the licensing authority. On receipt of such representations, the licensing authority must (if the representations are not withdrawn) hold a hearing within 48 hours of their receipt. When calculating the 48 hour period, any non-working day can be disregarded.

4.2 The licensing authority must give advance notice of the hearing to the premises licence holder and the chief officer of police. Given that these measures are designed to deal with serious crime and serious disorder on an interim basis only, the process is designed to avoid delay and, as such, significant portions of the Licensing Act 2003 (Hearings) Regulations 2005 (SI 2005/44) (which set out the usual processes governing the conduct of licensing authority hearings) do not apply in order to streamline the hearing process. One result of this is that licensing authority cannot adjourn the hearing to a later date if the licence holder fails to attend

at the scheduled time, as is the case under the normal review procedure. And as is the case with that procedure, the licence holder does not have to be present for the hearing to take place. In addition, there is no timescale for notifying the licence holder of the hearing under the modified process, providing the notification takes place before the hearing is held. However, it is imperative that the licence holder be given as much notice as is possible in the circumstances to afford the holder a maximum practicable opportunity to prepare for and attend the hearing. Licensing authorities should bear in mind that the usual principles of public law decision-making will apply to interim determinations, in a form that has regard to the statutory context of an expedited process.

4.3 At the hearing the licensing authority must:

- consider whether the interim steps are appropriate for the promotion of the licensing objectives; and
- determine whether to withdraw or modify the steps taken.

4.4 When considering the case the licensing authority must take into account:

- the senior officer's certificate that accompanied the application;
- the chief officer's representations (if any); and
- any representations made by the premises licence holder.

4.5 There is no right of appeal to a magistrates' court against the licensing authority's decision at this stage.

5. The review of the premises licence

5.1 The licensing authority must hold a review of the premises licence within 28 days after the day of receipt of the chief officer's application. This must take place even if the chief officer asks to withdraw his application or representations. At the hearing, the licensing authority must:

- consider what steps it considers appropriate for the promotion of the licensing objectives; and
- decide which interim steps (if there are any) cease to have effect altogether or become the subject of any steps which it considers are appropriate when making its determination on the review.

5.2 The steps the licensing authority can take are:

- the modification of the conditions of the premises licence;
- the exclusion of a licensable activity from the scope of the licence;
- the removal of the designated premises supervisor from the licence;
- the suspension of the licence for a period not exceeding 3 months; and
- the revocation of the licence.

Modification of the conditions of the premises licence can include the alteration or modification of existing conditions or addition of any new conditions, including those that restrict the times at which licensable activities authorised by the licence can take place. Further examples of possible licensing conditions, including those aimed at tackling crime and disorder, can be found in the amended guidance under section 182 of the 2003 Act.

5.3 The licensing authority must:

- advertise the review inviting representations from any persons for no less than seven consecutive days, by notice as described in regulation 38 of the Licensing Act 2003 (Premises licences and club premises certificates) Regulations 2005 (SI 2005/42) and, if applicable, on the licensing authority's website (see regulation 38(1)(b) of the above). The relevant notices should be published on the day after the day of receipt of the chief officer's application.
- advertise that any representations made by the premises licence holder, responsible authority and any other persons should be submitted to the licensing authority within 10 working days of the advertisement of the review appearing.
- give formal notice of the hearing no later than five working days before the day or first day on which the hearing is to be held to the premises licence holder and to every responsible authority².

5.4 A party shall give to the authority a notice no later than two working days before the day or the first day on which the hearing is to be held stating –

- whether he intends to attend or be represented at the hearing;
- whether he considers a hearing to be unnecessary.
- whether he would like permission for any other person (other than the person he intends to represent him at the hearing) to appear at the hearing and, if so, explain on which points that person will be able to contribute.

5.5 The regulations relating to hearings are set out in the Licensing Act 2003 (Hearings) Regulations 2005 (S.I. 2005/44). They apply to final hearings under the section 53A(2)(b) in a similar way to hearings following closure orders under section 167 of the 2003 Act (it should be emphasised that the truncated version of the hearings regulations described in paragraph 4.2 above applies to interim hearings only). The issues they address include who can make representations and what those representations can be about. It is therefore possible for responsible authorities or any other persons to make representations in relation to any of the licensing objectives, not just crime and disorder. Similarly, where it is in the public interest, the regulations relating to the exclusion of individuals from hearings, or conducting the hearing in private, will apply.

5.6 The licensing authority must take into account any relevant representations made. Relevant representations are those that:

² Responsible authorities are defined under sections 13(4) and 69(4) of the 2003 Act.

- relate to one or more of the licensing objectives;
 - have not been withdrawn; and
 - are made by the premises licence holder, a responsible authority or any other person (who is not also a responsible authority).
- 5.7 The licensing authority must notify its decision and the reasons for making it to:
- the holder of the premises licence;
 - any person who made relevant representations; and
 - the chief officer of police who made the original application.

6. Right of Appeal

6.1 An appeal may be made to the magistrates' court within 21 days of the licence holder being notified of the licensing authority's determination on the review. An appeal may be made by the premises licence holder, the chief officer of police and/or any other person who made relevant representations.

6.2 The decision of the licensing authority, following the review hearing, will not have effect until the end of the period allowed for appeal, or until the disposal of the appeal.

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