

Appendix 1



Fee:
Receipt No:

LONDON BOROUGH OF TOWER HAMLETS Temporary Event Notice

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

You should keep a copy of the completed notice for your records. You must send at least one copy of this notice to the licensing authority and additional copies must be sent to the chief officer of police and the local authority exercising environmental health functions for the area in which the premises are situated. The licensing authority will give to you written acknowledgement of the receipt of the notice.

I, the proposed premises user, hereby give notice under section 100 of the Licensing Act 2003 of my proposal to carry on a temporary activity at the premises described below.

1. The personal details of premises user (Please read note 1)	
1. Your name	
Title	Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other (please state)
Surname	DONOVAN
Forenames	HARRY
2. Previous names (Please enter details of any previous names or maiden names, if applicable. Please continue on a separate sheet if necessary)	
Title	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other (please state)
Surname	
Forenames	
3. Your date of birth	Day [REDACTED]
4. Your place of birth	[REDACTED]
5. National Insurance Number	[REDACTED]
6. Your current address (We will use this address to correspond with you unless you complete the separate correspondence box below)	
[REDACTED]	
Post town	[REDACTED]
Post code	[REDACTED]
7. Other contact details	
Telephone numbers Daytime	[REDACTED]
Evening (optional)	-
Mobile (optional)	-
Fax number (optional)	-
E-Mail Address (if available)	[REDACTED]

8. Alternative address for correspondence (If you complete the details below, we will use this address to correspond with you)	
Post town	Post code
9. Alternative contact details (if applicable)	
Telephone numbers: Daytime	
Evening (optional)	
Mobile (optional)	
Fax number (optional)	
E-Mail Address (if available)	

2. The premises	
Please give the address of the premises where you intend to carry on the licensable activities or if it has no address give a detailed description (including the Ordnance Survey references) (Please read note 2)	
TOBACCO DOCK WAPPING LANE WAPPING LONDON E1W 2SF	
Does a premises licence or club premises certificate have effect in relation to the premises (or any part of the premises)? If so, please enter the licence or certificate number below.	
Premises licence number	26336
Club premises certificate number	
If you intend to use only part of the premises at this address or intend to restrict the area to which this notice applies, please give a description and details below. (Please read note 3)	
Please describe the nature of the premises below. (Please read note 4)	
OUTDOOR ROOFTOP BAR HOSPITALITY OR TICKETED EVENTS.	
Please describe the nature of the event below. (Please read note 5)	
OUTDOOR XMAS THEMED F&B VENUE	

3. The licensable activities		
Please state the licensable activities that you intend to carry on at the premises (please tick all the licensable activities you intend to carry on). (Please read note 6)		
The sale by retail of alcohol		<input checked="" type="checkbox"/>
The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club		<input type="checkbox"/>
The provision of regulated entertainment		<input checked="" type="checkbox"/>
The provision of late night refreshment		<input checked="" type="checkbox"/>
Are you giving a late temporary event notice? (Please read note 7)		<input type="checkbox"/>
Please state the dates on which you intend to use these premises for licensable activities. (Please read note 8)		
31.12.21 - 01.01.22		
Please state the times during the event period that you propose to carry on licensable activities (please give times in 24 hour clock). (Please read note 9)		
12:00 - 03:00		
Please state the maximum number of people at any one time that you intend to allow to be present at the premises during the times when you intend to carry on licensable activities, including any staff, organisers or performers. (Please read note 10)		499
If the licensable activities will include the supply of alcohol, please state whether the supplies will be for consumption on or off the premises, or both (please tick as appropriate) (Please read note 11)	On the premises only	<input checked="" type="checkbox"/>
	Off the premises only	<input type="checkbox"/>
	Both	<input type="checkbox"/>

Please if the licensable activities will include the provision of relevant entertainment. If so, please state the times during the event period that you propose to provide relevant entertainment. (Please read note 12)

VOLUME OF RECORDED MUSIC TO BE RESTRICTED 12:00 - 03:00

4. Personal licence holders (Please read note 13)		
Do you currently hold a valid personal licence? (Please tick)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If "Yes" please provide the details of your personal licence below.		
Issuing licensing authority	[REDACTED]	
Licence number	[REDACTED]	
Date of issue		
Date of expiry		
Any further relevant details		

5. Previous temporary event notices you have given (Please read note 14 and tick the boxes that apply to you)		
Have you previously given a temporary event notice in respect of any premises for events falling in the same calendar year as the event for which you are now giving this temporary event notice?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If answering yes, please state the number of temporary event notices you have given for events in that same calendar year	8	
Have you already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after the event period proposed in this notice?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

6. Associates and business colleagues (Please read note 15 and tick the boxes that apply to you)		
Has any associate of yours given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If answering yes, please state the total number of temporary event notices your associate(s) have given for events in the same calendar year	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Has any associate of yours already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after the event period proposed in this notice?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

Has any person with whom you are in business carrying on licensable activities given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If answering yes, please state the total number of temporary event notices your business colleague(s) have given for events in the same calendar year.		
Has any person with whom you are in business carrying on licensable activities already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after the event period proposed in this notice?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

7. Checklist (Please read note 16)	
I have (Please tick the appropriate boxes)	
Sent at least one copy of this notice to the licensing authority for the area in which the premises are situated	<input checked="" type="checkbox"/>
Sent a copy of this notice to the chief officer of police for the area in which the premises are situated	<input checked="" type="checkbox"/>
Sent a copy of this notice to the local authority exercising environmental health functions for the area in which the premises are situated	<input checked="" type="checkbox"/>
If the premises are situated in one or more licensing authority areas, sent a copy of this notice to each additional licensing authority	<input type="checkbox"/>
If the premises are situated in one or more police areas, sent a copy of this notice to each additional chief officer of police	<input type="checkbox"/>
If the premises are situated in one or more local authority areas, sent a copy of this notice to each additional local authority exercising environmental health functions	<input type="checkbox"/>
Made or enclosed payment of the fee for the application	<input checked="" type="checkbox"/>
Signed the declaration in Section 9 below	<input checked="" type="checkbox"/>

8. Condition (Please read note 17)
It is a condition of this temporary event notice that where the relevant licensable activities described in Section 3 above include the supply of alcohol that all such supplies are made by or under the authority of the premises user.

9. Declarations (Please read note 18)

The information contained in this form is correct to the best of my knowledge and belief.

I understand that it is an offence:

- (i) to knowingly or recklessly make a false statement in connection with this temporary event notice and that a person is liable on conviction for such an offence to a fine up to level 5 on the standard scale; and
- (ii) to permit an unauthorised licensable activity to be carried on at any place and that a person is liable on conviction for any such offence to an unlimited fine, or to imprisonment for a term not exceeding six months, or to both.

Signature	
Date	16 . 11 . 21
Name of Person signing	HARRY DOWOLAN

For completion by the licensing authority

10. Acknowledgement (Please read note 19)

I acknowledge receipt of this temporary event notice.

Signature	On behalf of the licensing authority
Date	
Name of Officer signing	

NOTES

General

In these notes, a person who gives a temporary event notice is called a “premises user”.

The police and local authority exercising environmental health functions may intervene on the grounds of any of the four licensing objectives (the prevention of crime and disorder, public safety, the prevention of public nuisance, and the protection of children from harm) to prevent the occurrence of an event at which permitted temporary activities are to take place or to agree a modification of the arrangements for such an event. However, the licensing authority will intervene of its own volition in the cases described below.

First, it will issue a counter notice if there is an objection to a late temporary event notice (see note 7 below).

Secondly, it may issue a notice in relation to its decision to impose conditions on a temporary event notice (see note 2 below).

Thirdly, it will issue a counter notice if the first, second and fourth of the limits set out below would be exceeded. If any of the limits below are breached or if a counter notice has been issued, any licensable activities taking place would be unauthorised and the premises user would be liable to prosecution. The limitations apply to:

- the number of times a person may give a temporary event notice (50 times per year for a personal licence holder and 5 times per year for other people);
- the number of times a person may give a late temporary event notice (10 times per year for a personal licence holder and 2 times per year for other people);
- the number of times a temporary event notice may be given in respect of any particular premises (15 times in a calendar year);
- the length of time a temporary event may last for these purposes (168 hours);
- the maximum aggregate duration of the periods covered by temporary event notices at any individual premises (21 days per calendar year); and
- the scale of the event in terms of the maximum number of people attending at any one time (a maximum of 499).

For the purposes of determining the overall limits of 50 temporary event notices per personal licence holder (in a calendar year) and of 5 for a non-personal licence holder (in a calendar year), temporary event notices given by an associate or a person who is in business with a premises user (and that business involves carrying on licensable activities) count towards those totals. The limits applying to late temporary event notices are included within the overall limits applying to the total number of temporary event notices. Note 15 below explains the definition of an “associate”.

When permitted temporary activities take place, a premises user must ensure that either:

- a copy of the temporary event notice endorsed as acknowledged by the licensing authority is prominently displayed at the premises; or that
- the temporary event notice is kept at the premises either in his own custody or in the custody of a person present and working at the premises and whom he has nominated for that purpose.

Where the temporary event notice is in the custody of a nominated person, a notice specifying that fact and the position held by that person must be displayed prominently at the premises.

Where the temporary event notice or a notice specifying the nominated person is displayed, a constable or an authorised person (for example, a licensing officer, fire officer or environmental health officer) may require the premises user to produce the temporary event notice for examination. Similarly, where the nominated person has the temporary event notice in his custody, a constable or authorised person may require that person to produce it for examination. Failure to produce the temporary event notice without reasonable excuse would be an offence.

It should also be noted that the following, among other things, are offences under the Licensing Act 2003:

- the sale or supply of alcohol to children under 18 years of age (maximum fine on conviction is a fine up to level 5 on the standard scale, currently £5,000);
- allowing the sale of alcohol to children under 18 (maximum fine on conviction is a fine up to level 5 on the standard scale, currently £5,000);
- knowingly allowing the consumption of alcohol on the premises by a person aged under 18 (maximum fine on conviction is a fine up to level 5 on the standard scale, currently £5,000);
- allowing disorderly behaviour on the premises (maximum fine on conviction is a fine up to level 3 on the standard scale, currently £1,000);
- the sale of alcohol to a person who is drunk (maximum fine on conviction is a fine up to level 3 on the standard scale, currently £1,000);
- obtaining alcohol for a person who is drunk (maximum fine on conviction is a fine up to level 3 on the standard scale, currently £1,000);
- knowingly allowing a person aged under 18 to make any sale or supply of alcohol unless the sale or supply has been specifically approved by the premises user or any individual aged 18 or over who has been authorised for this purpose by the premises user (maximum fine on conviction is a fine up to level 1 on the standard scale, currently £200); and
- knowingly keeping or allowing to be kept on the premises any smuggled goods which have been imported without payment of duty or which have otherwise been unlawfully imported (maximum fine on conviction is a fine up to level 3 on the standard scale, currently £1,000).

In addition, where the premises are to be used primarily or exclusively for the sale or supply of alcohol for consumption on the premises, it is an offence to allow children under 16 to be present when the premises are open for that purpose unless they are accompanied by an adult. In the case of any premises at which sales or supplies of alcohol are taking place at all, it is an offence for a child under 16 to be present there between the hours of midnight and 5am unless accompanied by an adult. In both instances, the penalty on conviction is a fine not exceeding level 3 on the standard scale, currently £1,000.

Note 1

A temporary event notice may only be given by an individual and not, for example, by an organisation or club or business. The individual giving the notice is the proposed "premises user". Within businesses, clubs or organisations, one individual will therefore need to be identified as the proposed premises user.

If you include an e-mail address in section 1(7) or 1(9), the licensing authority may send to this the acknowledgement of receipt of your notice or any notice or counter notice it is required to give under sections 104A, 106A or 107 of the Licensing Act 2003.

Note 2

For the purposes of the Licensing Act 2003, "premises" means any place. Premises will therefore not always be a building with a formal address and postcode. Premises can include, for example, public parks, recreation grounds and private land.

If a premises licence or club premises certificate has effect in relation to the premises (or any part of the premises) which you want to use to carry on licensable activities, it is possible that any conditions which apply to the licence or certificate may be imposed on the temporary event notice if certain pre-conditions are met. These pre-conditions are that the police or the local authority exercising environmental health functions object to the notice and the licensing authority decides:

- not to give a counter notice under section 105 of the Licensing Act 2003;
- the conditions apply to the licence or certificate; and
- the imposition of the conditions on the notice would not be inconsistent with the carrying on of the licensable activities under the notice.

Note 3

A temporary event notice can be given for part of a building, such as a single room or a plot within a larger area of land. You should provide a clear description of the area in which you propose to carry on licensable

activities. This is important as any licensable activities conducted outside the area of the premises protected by the authority of this temporary event notice would be unlawful and could lead to prosecution.

In addition, when holding the proposed event, the premises user would need to be able to restrict the number of people on the premises at any one time when licensable activities are taking place to less than 500. If more than 499 are on the premises when licensable activities are being carried on, the licensable activities would be unlawful and the premises user would be liable to prosecution. The maximum figure of 499 includes, for example, staff, organisers, stewards and performers.

Note 4

A description of the nature of the premises assists the chief officer of police and local authority exercising environmental health functions in deciding if any issues relating to the licensing objectives are likely to arise. You should state clearly that the premises to be used are, for example, a public house, a restaurant, an open field, a village hall or a beer tent.

Note 5

A description of the nature of the event similarly assists the chief officer of police and local authority exercising environmental health functions in making a decision as to whether or not to make an objection. You should state clearly that the event taking place at the premises would be, for example, a wedding with a pay bar, the supply of beer at a particular farmers' market, a discotheque, the performance of a string quartet, a folk group or a rock band.

Note 6

The licensable activities are:

- the sale by retail of alcohol;
- the supply of alcohol by or on behalf of a club to, or to the order of, a member of a club;
- the provision of regulated entertainment; and
- the provision of late night refreshment.

Please refer to Schedules 1 and 2 to the Licensing Act 2003 for fuller details of the definitions and exemptions relating to regulated entertainment and late night refreshment.

Regulated entertainment, subject to specified conditions and exemptions, includes:

- (a) a performance of a play;
- (b) an exhibition of a film;
- (c) an indoor sporting event;
- (d) a boxing or wrestling entertainment;
- (e) a performance of live music;
- (f) any playing of recorded music;
- (g) a performance of dance;
- (h) entertainment of a similar description to that falling within (e), (f) or (g).

If you are uncertain whether or not the activities that you propose are licensable, you should contact your licensing authority for further advice.

Note 7

Late notices can be given no later than 5 working days but no earlier than 9 working days before the event in relation to which the notice is given. A late notice given later than 5 working days before the event to which it relates will be returned as void and the activities described in it will not be authorised.

The number of late notices that can be given in any one calendar year is limited to 10 for personal licence holders and 2 for non-personal licence holders. These count towards the total number of temporary event notices (i.e. 50 temporary event notices per year for personal licence holders and 5 temporary event notices for non-personal licence holders).

If there is an objection from either the police or local authority exercising environmental health functions, the event will not go ahead and a counter notice will be issued.

Note 8

The maximum period for using premises for licensable activities under the authority of a temporary event notice is 168 hours or seven days.

Note 9

You should state here the times during the event period, for example 48 hours, when you intend to carry on licensable activities. For example, you may not intend to carry on licensable activities throughout the entire 48 hour event period, and may intend to sell alcohol between 8.00 hrs and 23.00 hrs on each of the two days.

Note 10

No more than 499 may be on the premises for a temporary event at any one time when licensable activities are being carried on. If you intend to have more than 499 attending the event, you should obtain a premises licence for the event. Your licensing authority should be able to advise you. The maximum figure of 499 does not just include the audience, spectators or consumers and includes, for example, staff, organisers, stewards and performers who will be present on the premises.

Note 11

If you indicate that alcohol will be supplied only for consumption on the premises, you would be required to ensure that no person leaves the premises with alcohol supplied there. If such a supply takes place, the premises user may be liable to prosecution for carrying on an unauthorised licensable activity. Similarly, if the premises user gives notice that only supplies of alcohol for consumption off the premises will take place, he/she must ensure that alcohol supplied is not consumed on the premises. The premises user is free to give notice that he/she intends to carry on both types of supplies. For this purpose the supply of alcohol includes both of the first two licensable activities listed in note 6 above.

Note 12

Relevant entertainment is defined in the Local Government (Miscellaneous Provisions) Act 1982 ("the 1982 Act") as *any live performance or any live display of nudity which is of such a nature that, ignoring financial gain, it must reasonably be assumed to be provided solely or principally for the purpose of sexually stimulating any member of the audience (whether by verbal or other means)*. Relevant entertainment therefore includes, but is not limited to, lap dancing and pole dancing.

The 1982 Act requires premises which provide relevant entertainment to be licensed under that Act for this purpose. Premises at which there have not been more than eleven occasions on which such entertainment has been provided within a period of 12 months, no such occasion has lasted for more than 24 hours and there has been a period of at least one month between each such occasion are exempt from the requirement to obtain a licence under the 1982 Act. Such premises are likely instead to require an authorisation under the Licensing Act 2003 to be used for such activities as these are a licensable activity (the provision of regulated entertainment – see note 6 above). A temporary event notice may be given for this purpose.

Note 13

The holder of a valid personal licence issued under the Licensing Act 2003 may give up to 50 temporary event notices in any calendar year subject to the other limitations in the 2003 Act. A proposed premises user who holds such a licence should give the details requested.

Note 14

As stated under Note 13, a personal licence holder (issued under the Licensing Act 2003) may give up to 50 temporary event notices (including 10 late notices) in any calendar year. An individual who does not hold a personal licence may only give 5 temporary event notices (including 2 late notices) in England and Wales in any calendar year. A calendar year is the period between 1 January to 31 December inclusive in any year.

If an event straddles two calendar years, it will count against the limits on temporary event notices (15 for each premises, 21 days for each premises, 50 per personal licence holder and 5 for non-holders) for each year, however, only one notice needs to be given.

For the purposes of determining the overall limits of 50 temporary event notices per personal licence holder (in a calendar year) and of 5 for a non-personal licence holder (in a calendar year), temporary event notices given by an associate or a person who is in business with a premises user (and that business involves carrying on licensable activities) count towards those totals. Note 14 below sets out the definition of an "associate".

If a temporary event notice has been given for the same premises, by the same premises user, and would have effect within 24 hours before the start of the event period under the current proposal or within 24 hours after the end of that period, the temporary event notice given would be void and any licensable activities carried on under it would therefore be unlicensed.

For the purposes of determining whether or not the required gap of 24 hours is upheld, temporary event notices given by an associate or a person who is in business with a premises user (and that business involves carrying on licensable activities) count as if they had been given by the premises user himself. Note 15 below sets out the definition of an “associate”.

Note 15

An “associate” of the proposed premises user is:

- a. the spouse of that person;
- b. a child, parent, grandchild, grandparent, brother or sister of that person;
- c. an agent or employee of that person; or
- d. the spouse of a person within (b) or (c).

For these purposes, a person living with another as that person’s husband or wife is to be treated as that person’s spouse.

Note 16

It is a requirement that you send at least one copy of this notice to the licensing authority at least ten working days (or five working days for a late notice) before the commencement of the proposed licensable activities. The authority will give you written acknowledgement of the receipt of the notice. This will be important proof that you gave the notice and when you gave it for the purposes of the Act. Some premises may be situated in two licensing authority areas, for example, where a building or field straddles the local authority boundary. Where this is the case, at least one copy of the notice must be sent to each of the licensing authorities identified, together with the appropriate fee in each case. In such circumstances, you will receive acknowledgements from all the relevant licensing authorities.

One copy must be sent to each of the chief officer of police and the local authority exercising environmental health functions for the area in which the premises is situated at least ten working days for a standard notice (or five working days for a late notice) before the commencement of the proposed licensable activities. Where the premises are situated in two police areas or environmental health areas, a further copy will need to be sent to the second police force and local authority exercising environmental health functions.

Note 17

Under the Licensing Act 2003, all temporary event notices are given subject to a mandatory condition requiring that where the licensable activities involve the supply of alcohol, all such supplies must be made by or under the authority of the named premises user. If there is a breach of this condition, the premises user and the individual making the supply in question would be liable to prosecution. For this purpose the supply of alcohol includes both of the first two licensable activities listed in note 6 above.

Note 18

It is an offence knowingly or recklessly to make a false statement in, or in connection with, a temporary event notice. (A person is to be treated as making a false statement if he produces, furnishes, signs or otherwise makes use of a document that contains a false statement). To do so could result in prosecution and a fine not exceeding level 5 on the standard scale.

Note 19

You should not complete section 10 of the notice, which is for use by the licensing authority. It may complete this section as one means of giving you written acknowledgement of the receipt of the notice.

Advice for applicants:

Under the above Act, by applying for temporary events notice (TEN) and you are not a Personal Licence Holder you are limited to 5 standard TENs of which 2 can be Late TENs per calendar year (1st January to 31st December) although each event can last up to 168 hours (seven days).

Personal licence holders can apply for a maximum of fifty TENs of which 10 can be Late TEN per calendar year.

A venue can hold up to 15 TENs per year, subject to a maximum aggregate duration of the periods covered by TENs at any individual premises of 21 days in any year.

For the purposes of determining the overall limits of 50 temporary event notices in a calendar year and of 5 for a non-personal licence holder (in a calendar year), temporary event notices given by an associate or a person who is in business with a premises user (and that business also involves carrying on licensable activities) counts towards these totals.

Under 500 person capacity

If the proposed event has an invited or expected attendance of **no more** than 499 persons, including staff, stewards, organisers and performers who will be present on the premises, the ACT requires that at least 10 FULL working days notice is given to the Local Authority, the Police and Environmental Protection for a standard TEN.

LATE TENs should only be used in exceptional circumstances, at least 5 FULL working days notice is to be given to Local Authority, the Police and Environmental Protection.

Please note: Should one of the responsible authorities object to a LATE TEN, a counter notice will be issued and the event will not be able to take place.

(Over 500 person capacity)

If the proposed event has an invited or expected attendance of **more** than 499 persons, You will need to apply for a premise licence. You will require forms for a premise licence. If you have not been sent these forms contact me urgently. The Act requires that at least two months notice and you will see from the application forms that the process is different to that of events under 500 capacity.

The completed notice should be returned to the Licensing Authority with any accompanying information, a photocopy of all and the relevant fee to the address given. The fee can be paid by cheque, to be made payable to the London Borough of Tower Hamlets, Telephone 020 7364 5008 or On-line:

<http://www.towerhamlets.gov.uk/pay>

The licensing authority will endorse one of the two copies you send us and return it to you as an acknowledgement of receipt. Should objections be received, conditions may be imposed on your TEN either through the hearing process or through negotiation with the responsible authorities. You will be issued with a "Statement of Conditions" and this is required to be kept with your copy of the Notice.

Corinne Holland

From: Harry Donovan [REDACTED]
Sent: 24 November 2021 14:50
To: Licensin MARKJ.Perr [REDACTED]
Cc: [REDACTED]
Subject: Re: Tobacco Dock NYE TEN Objection.doc
Attachments: 20211124142016062.pdf
Follow Up Flag: Follow up
Flag Status: Completed

Hi Mark,

Many thanks for your time this morning & your follow up feedback. Always positive to have this level of open dialogue to ensure we are protecting our customers and respecting our local residents with the guidance of LBTH & The Met.

As discussed, this event is at Skylight Rooftop Bar and will be operated and managed by the Skylight team as we do day-to-day. It is a ticketed New Years celebration featuring an ice skating performance, street food, music from our resident DJs (not headline DJs) and drinks from our usual winter drinks menu. Each guest will get a complimentary glass of champagne within their ticket price.

As we have done with our past 4 New Year's Eve events (without any issues) we will have 9x SIA onsite to ensure the safety of our guests. They will be performing pat downs, ID checking & bag searches on all attendees.

Additional water stations will be made available as well as tap water provided to every table booking upon arrival. Our full winter alpine menu will be available until 11:30pm - serving hearty alpine food options.

We will also have a dedicated paramedic onsite for the duration of the event as a precautionary measure to deal with any incidents that may arise.

Our entertainment is provided by DJ Orin. He is an internal resident DJ at Skylight Tobacco Dock and performs Disco & Soul on a fortnightly basis, see link for more information.

<https://www.euphonica.com/artists-cat/dj-orin-2/>

We will be regulating sound levels as we do usually to ensure sound level limits are adhered to and nuisance is kept to an absolute minimum. These sound level readings are recorded via an online, date stamped system by photograph & free type summary.

Our egress plan stipulates that, as usual, we will slowly funnel people out of the venue in a staged manner, clearing each level of the venue floor by floor. Security on the gates will be able to ensure no drinks or glass leave the building and that all guests know exactly where they are going.

Our Ped barrier & SIA presence on Pennington Street will ensure that all of our guests are guided up Chigwell Hill, onto the highway, where they can easily access busses, London Overground, DLR, black cabs and App ordered cars and away from all residents. This egress plan has been successfully used by us for any of our special event operations at Skylight.

Additional signage lining the outward bound route through the building advising guests of resident impact and how they should behave when leaving the venue. Our staff also conduct a street sweep for litter and any loiterers prior to locking our gates.

I am aware that both Tobacco Dock & E1 also have New Years Eve plans and our egress is timed in order to reduce the cross pollination of guests and reduce the COVID risks caused by mass interaction.

Please get in touch if there's anything else you need from me in the way of documentation or clarity on our plans for the NYE event.

Many thanks

Harry Donovan
Venue Manager
Skylight | Tobacco Dock

SKYLIGHT
Meanwhile Events

w: <https://www.skylightbars.com/>
a: The Dock, Tobacco Quay, London E1W 2SF

Meanwhile Events Limited Registered In England No 11384586



Sent with a [Spark](#)
On 24 Nov 2021, 09:31 +0000, MARK.J.Perry@[REDACTED], wrote:

Dear all,

Please see Tobacco Dock NYE Ten Objection.

Harry if you can answer the points in my objection that would assist in me agreeing to the event.

Kind Regards

Mark



PC Mark Perry
Central East Licensing Unit
Metropolitan Police Service (MPS)

<image002.png>

Email [REDACTED]

A: Licensing Office, 1st Floor Stoke Newington Police Station

<image005.png>

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Corinne Holland

From: Licensing
Sent: 25 November 2021 09:14
To: Corinne Holland
Subject: FW: Tobacco Dock NYE TEN Objection.doc

From: Jonathan Read <[REDACTED]>
Sent: 24 November 2021 19:09
To: MARK.J.Perry [REDACTED]
Cc: [REDACTED]
[REDACTED] Licensing
Subject: Re: Tobacco Dock NYE TEN Objection.doc

Hi Mark

As Harry has stated there will also be a NYE event in the Tobacco Dock main venue. We will have the usual SIA security and stewards for this event and also there will be live sound monitoring throughout. The sound monitoring consultants – Joynes Nash – will be on radio contact with Harry's team as well as LWE and their monitoring will be in addition to our own operations team monitor levels.

The team looking after security in the main venue will ensure that patrons from both Skylight and Tobacco Dock will be mindful of local residents and make egress as quiet and smooth as possible.

Do revert to Harry or I if you have any further concerns or need any reassurances.

Kind regards

Jonathan
(DPS)

Jonathan Read
Co-Founder & Commercial Director

Meanwhile Events Limited

[REDACTED]
w: skylightbars.com
a: The Dock, Tobacco Quay, London E1W 2SF



Global Award for Best Outdoor/Open Air Venue
Meanwhile Events Limited Registered In England No 11384586

Appendix 2

Appendix 3

(Tobacco Dock)
50 Porters Walk
London
E1W 2SF

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

David Tolley 
Head of Environmental Health & Trading Standards

Date: 27th July 2017

Review 3rd March 2020



Part A - Format of premises licence

Premises licence number

29592

Part 1 - Premises details

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

(Tobacco Dock)
50 Porters Walk

Post town
London

Post code
E1W 2SF

Telephone number
None

Where the licence is time limited the dates

N/A

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 sale by retail of alcohol (on and off sales)

- Monday to Sunday from 10:00hours to 00:30hours (the following day)
- Dock Street Bar only Wednesday to Friday 12 noon to 23:00 hours (see condition 3)
- The sale of alcohol for a pre-booked event so notified in accordance with condition 2 on Level 10 and 11between 12 noon and 2300
- The sale of alcohol to the public on Level 9,10 and 11 of the car park labelled on the plan between the hours of 12noon and 2300 Thursday to Sunday.

The Provision of Late Night Refreshments - Indoors

- Monday to Sunday from 23:00hours to 01:00hours (the following day)

The Provision of Regulated Entertainment - Indoors

(Live music, recorded music, performance of dance and anything of a similar description)

- Monday to Sunday from 10:00hours to 01:00hours (the following day)

Non-Standard Timing

- All Licensable activities until 02:00 hours (the following day) for a maximum 15 occasions in a calendar year

The opening hours of the premises

- Monday to Sunday from 08:00hours to 01:30hours (the following day)

Non-Standard Timing

- Until 02:30 hours (the following day) for a maximum 15 occasions in a calendar year

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

On and off sales

Part 2

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

Tobacco Dock Venue Limited
Dalton House
60 Windsor Avenue
London
SW19 2RR

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

07990825

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

Jonathan Read

[Redacted address and telephone number]

[Redacted address and telephone number]

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

Personal 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

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;
 - (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
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

1. A F696 risk assessment shall be submitted if there are any outside promoters or DJs.
2. All events including the details of the Hirer, number of patrons attending, licensable activities provided and hours of licensable activities, together with a layout plan will be notified to the Licensing Authority, police and Environmental Health Officer at least 14 days before the event takes place, unless otherwise agreed by the Metropolitan police and Environmental Health Officer.
3. No licensable activities shall be permitted other than:
 - a. a) a pre-booked event so notified in accordance with condition 2
 - b. the sale of alcohol to persons working at Tobacco Dock and their bona fide guests in the room labelled on the plan at Annex 4 "The Dock Street Bar" between the hours of 12 noon and 23:00 hours Wednesday to Friday.
 - c. the sale of alcohol for a pre-booked event so notified in accordance with condition 2 on Level 10 and 11 between 12 noon and 23:00
 - d. the sale of alcohol to the public on Level 9,10 and 11 of the car park labelled on the plan between the hours of 12noon and 23:00 Thursday to Sunday.
4. There shall be no other licensable activities on Level 10 and 11 other than set out in condition 3(c) and (d) above.

5. A telephone number and / or email address shall be made available on relevant Tobacco Dock websites for noise complaints. Any noise complaints should be logged and investigated with written records of the details available to view by the local authority. Should any noise complaints be received, and if noise levels are above those specified in the licence conditions, immediate action shall be taken to reduce the levels at the noise source. A complaints log should be maintained throughout every event, detailing addresses of complainants, times and action.
6. Loudspeakers shall be directed inwards as much as possible to reduce overspill from the intended coverage area.
7. All plant associated with events (generators, chillers etc) shall be located as far away from noise sensitive locations as possible.
8. For music and cinema type events, the sound system shall be a line-array. The line-array should be carefully designed to be as distributed as possible and include delay speakers in order to provide coverage to smaller areas rather than the entire venue. It shall also be directed away from noise sensitive properties.
9. For music events beyond 23:00 hours the sound control programme that should be followed is detailed below:-

Sound Propagation Tests:

Sound propagation tests should be carried out before a major music event with all mitigation measures in place to correlate the sound levels from the event with those at the nearest noise sensitive properties. This will enable any necessary adjustments to be made to the sound system to maximise the containment of music and achieve acceptable levels at the residential locations. A sound limit shall then be set for that event, which shall be subject to further reduction as necessary. The day and times of any sound propagation test will be agreed with the local authority.

Sound Monitoring and Control:

10. The noise levels at the residential properties shall be regularly checked to ensure they comply with the noise conditions. If off site levels begin to approach the noise limits, noise reductions will be immediately implemented.

In addition to the above, it is recommended that a suitably qualified independent acoustic consultant is employed for the first major music event to ensure that the noise levels do not exceed those specified in the proposed licence conditions.

11. Persons who are travelling to or from the premises by means of private transport shall use the parking facilities which are available next door to the site and away from the public highway. The availability of parking reduces the pressure on on-street parking and reduces the number of people leaving the premises having to walk on the public highway.
12. Patrons of the premises shall be provided details of preferred minicab companies.
13. All deliveries and servicing (including waste management servicing) to the premises shall be carried out internally and accordingly away from the public highway.
14. Bottles used in the premises shall not be disposed of late at night or early in the morning, as such disposal can produce high noise levels and be a potential public nuisance.
15. Where the nature of a function, the number of people attending a function, and the opening and closing times of a function make it appropriate, marshals shall marshal and monitor the entrance to and egress from the premises of those persons attending the premises. They shall also monitor where appropriate the behaviour of persons in the vicinity of the premises. This will help to achieve orderly arrival and departure of persons, and will help to reduce the risk of nuisance being caused by persons arriving at and leaving the premises.
16. Where the level of noise in the premises and the time of day or night make it appropriate, the doors to the premises shall be maintained closed (except in the case of an emergency evacuation) in order to prevent noise breakout from the premises via open doors.
17. The same applies to the windows in the premises, which shall be maintained closed where the level of noise in the premises and the time of day or night make it appropriate.
18. Noise levels shall be specified in the contract conditions with hirers of the premises to ensure sound levels are maintained within the limits in order to reduce the risk of disturbance. Furthermore, during a function in the premises, sample noise measurements shall be made by a designated person with an approved sound level meter to ensure that the levels are not being breached. Immediate action will be taken to reduce levels if this should arise.

19. In addition to take measurements, subjective monitoring shall be carried out at appropriate times along the nearest sensitive facades. This is to provide a subjective check that all the measures in place in respect of the premises are working to prevent public nuisance being caused in connection with the premises.
20. Noise from amplified music and speech as measured in a free field position in Discovery Walk representative of noise sensitive properties shall not exceed 46dBA Leq between 11pm and 2am measured over a 5 minute period or 56dBA Leq between the hours of 10am and 11pm over a 15 minute period.
21. CCTV camera covering both internal and external to the premises shall be installed. The CCTV recordings shall be maintained for 30 days and to be provided upon request to either a Police Officer or an officer of any other Responsible Authority.
22. At all times when the premises is open, a person who can operate the CCTV system must be present on the premises.
23. The level of security personnel is assessed for each event and appropriate levels of SIA security will be employed for those events where it is deemed necessary, taking account of the nature of the event, licensable activities taking place, number of persons attending and hours for which licensable activities are taking place.
24. Patrons will not be permitted to take alcohol away from the premises in open containers.
25. Appropriate Fire and other event-related Risk assessments are carried out for the events as well as adopting a policy for dispersal of the patrons.
26. Patrons are not permitted to consume alcohol on the quayside after 9pm.
27. Licensable activities on either of the two ships will cease at 9pm other than the lower deck of the ship which connects to the Tobacco Dock building.
28. Notices will be displayed advising patrons to leave quietly and where practicable via the Pennington Street car park away from residential dwellings as much as possible. Temporary taxi ranks will be set-up by the event organiser in this car park to prevent crowds and associated noise causing public nuisance on the corner of Wapping Lane and The Highway.
29. A Challenge 25 policy will be adopted.

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

30. A screen to help deflect noise is to be placed on the Discovery Walk side of the Skylight Bar. The type of material and the size of the screen is subject to the approval of the London Borough of Tower Hamlets Environmental Health Noise Team.

31. Sec.177A of the Licensing Act 2003 does not apply to condition 30

Annex 4 - Plans

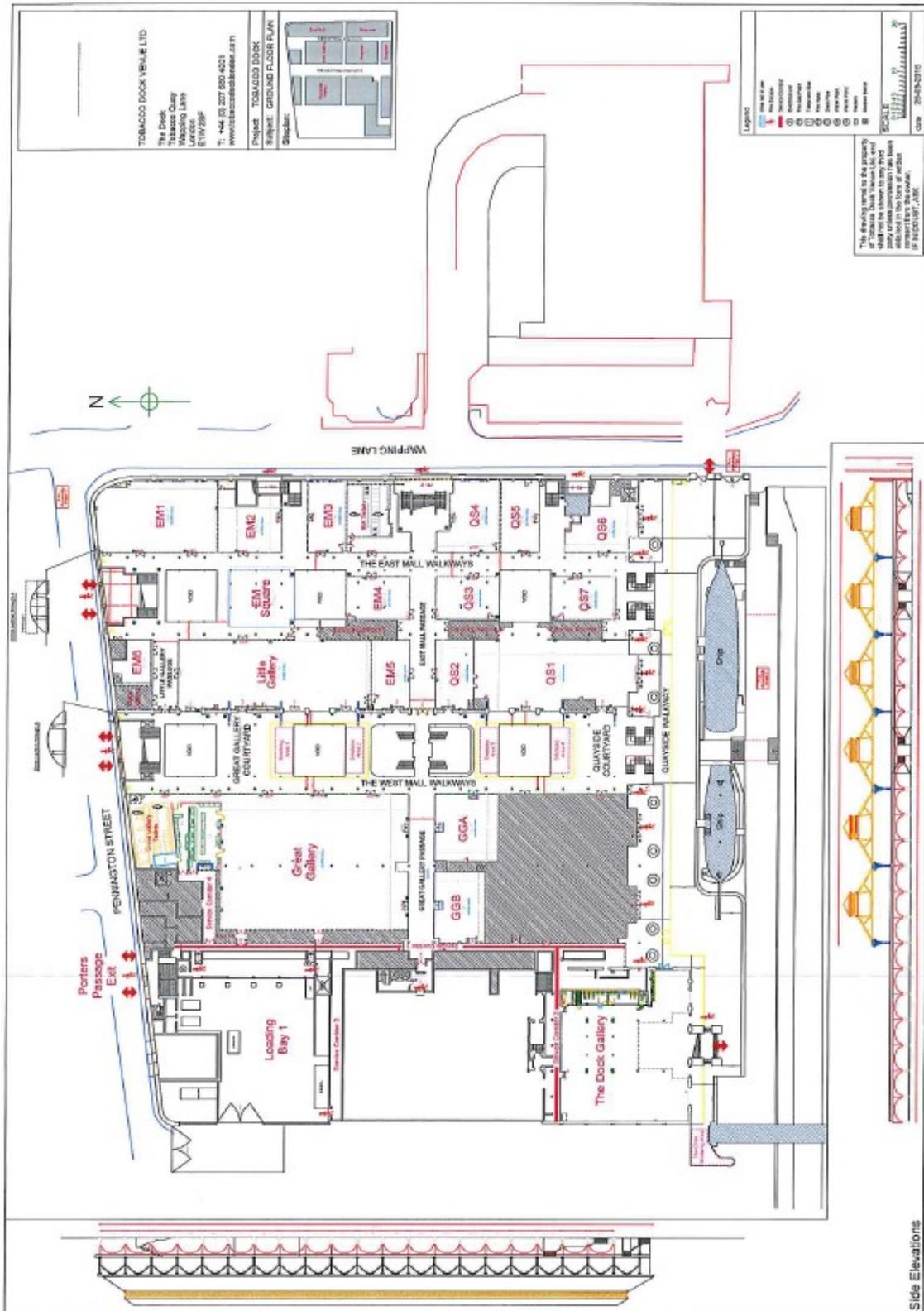
The plans are those submitted to the licensing authority on the following date(s):

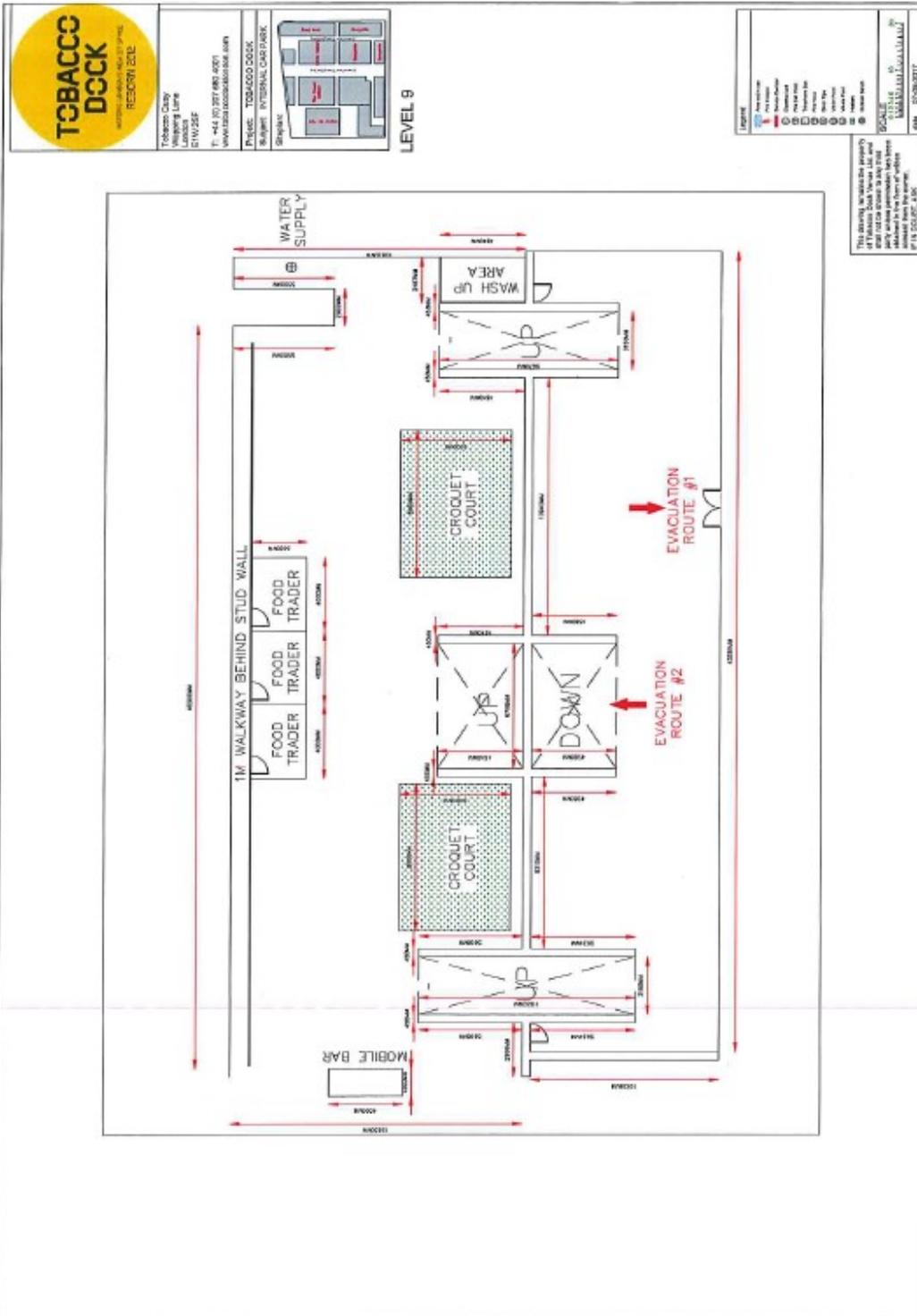
8th June 2017 - Ground Floor (*Dated, 26 - 09 - 2016*)

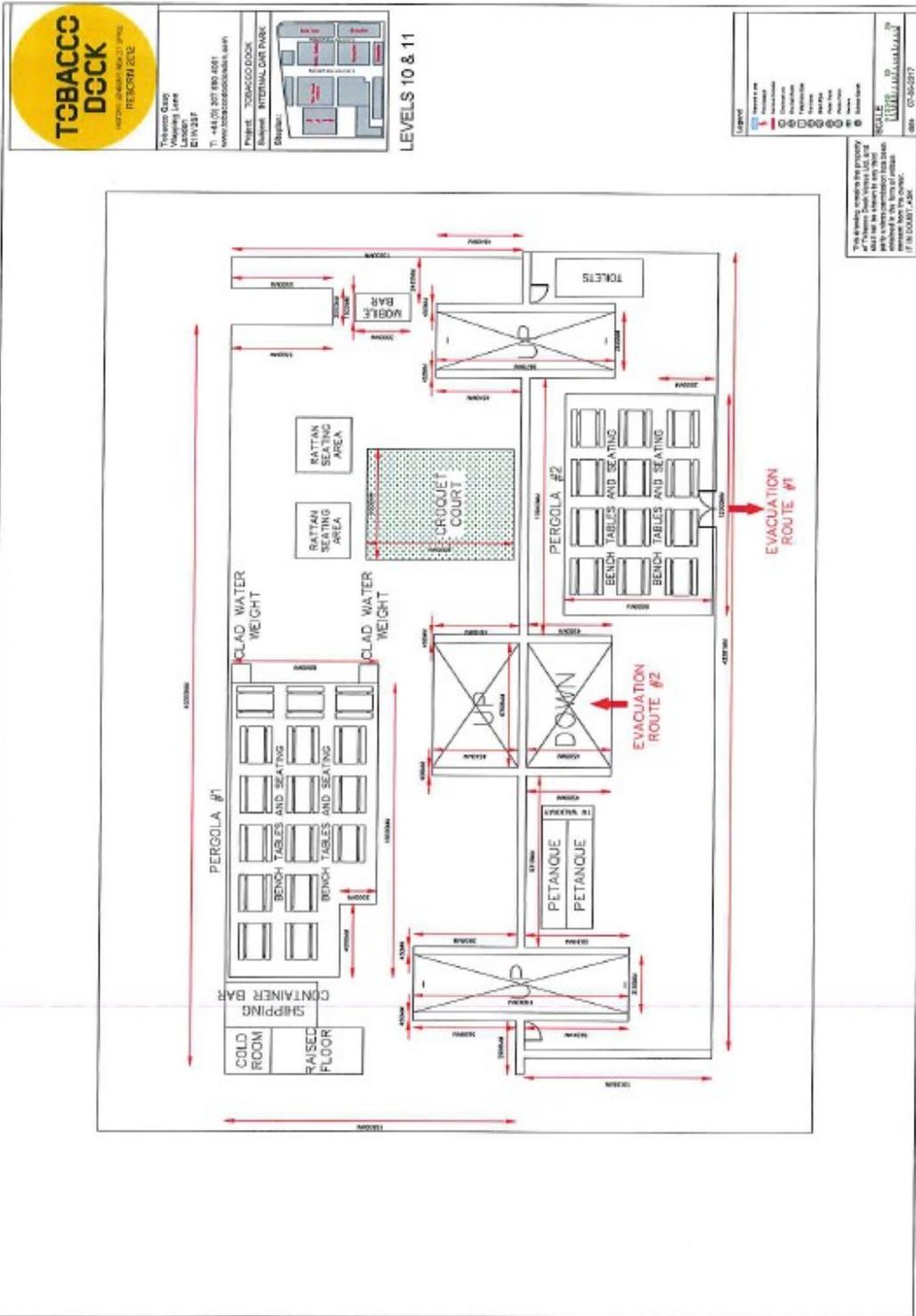
Vaults Floor (*Dated, 26 - 09 - 2016*)

Internal car park, Level 9 (*dated 07 - 06 - 2017*)

Internal car park, Levels 10 & 11 (*dated 07 - 06 - 2017*)









Part B - Premises licence summary

Premises licence number

29592

Premises details

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

(Tobacco Dock)
50 Porters Walk

Post town

London

Post code

E1W 2SF

Telephone number

None

Where the licence is time limited the dates

N/A

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 sale by retail of alcohol (on and off sales)

- Monday to Sunday from 10:00hours to 00:30hours
- Dock Street Bar only Wednesday to Friday 12 noon to 23:00 hours (see condition 3)
- The sale of alcohol for a pre-booked event so notified in accordance with condition 2 on Level 10 and 11between 12 noon and 2300
- The sale of alcohol to the public on Level 9,10 and 11 of the car park labelled on the plan between the hours of 12noon and 2300 Thursday to Sunday.

The Provision of Late Night Refreshments - Indoors

- Monday to Sunday from 23:00hours to 01:00hours

The Provision of Regulated Entertainment - Indoors

(Live music, recorded music, performance of dance and anything of a similar description)

- Monday to Sunday from 10:00hours to 01:00hours

Non-Standard Timing

- All Licensable activities until 02:00 hours (the following day) for a maximum 15 occasions in a calendar year

The opening hours of the premises

- Monday to Sunday from 08:00hours to 01:30hours

Non-Standard Timing

- Until 02:30 hours (the following day) for a maximum 15 occasions in a calendar year

Name, (registered) address of holder of premises licence

Tobacco Dock Venue Limited
Dalton House
60 Windsor Avenue
London SW19 2RR

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

On and off sales

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

07990825

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

Jonathan Read

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

Not restricted

Appendix 4



Tom Lewis
Head of Licensing
Tower Hamlets Council

HT - Tower Hamlets Borough

Licensing Office
Shoreditch Police Station

Email: [REDACTED]
www.met.police.uk

24/11/2021

Dear Sir,

Central East Police Licensing formally object to the application for the temporary Event Notice for the Tobacco Dock on the 31st December 2021

The rejection is on the grounds of both preventing crime and disorder and public nuisance. The applicant wants to be open to be able to sell alcohol and provide regulated entertainment on New Years Eve, one of the busiest nights of the year from 12:00 until 3:00am.

Given the nature of the event, and the heightened risk of people becoming vulnerable being involved in alcohol and drug related crime and disorder due to becoming drunk or taking drugs we expect the applicant to at least outline what steps they will take to mitigate these obvious risks. The applicant has provided no such details.

Sadly the applicant has not even explained what the event is, simply stating that it is either an outdoor Christmas themed F & B event. This makes it impossible for us to look at the event and assess the risks and using our professional judgement decide weather it will lead to an increase in crime and disorder and public nuisance.

Since the applicant has not stated there is any SIA security we have to take it that is none, so how will the venue deal with any incidents of disorder or violence that take place? If there is no security on the door who will be checking guests to make sure they are 18 or over? The applicant has not stated how they will stop customers becoming intoxicated, or how they will deal with customers if they do become intoxicated.

With the event finishing at 3am how will the 499 people attending get home, given the paucity of public transport links in the area. How will the applicants prevent customers

causing noise nuisance to the large number of residents who live in the area? The applicants do not say.

We believe that at the moment with the scant detail provided this event risks causing crime and disorder and public nuisance and fails to protect children from harm.

We therefore ask that the application is rejected.

Kind Regards

Mark



PC Mark Perry
Central East Licensing Unit
Metropolitan Police Service (MPS)
Email [REDACTED]
A: Licensing Office, 1st Floor Stoke Newington Police Station

Appendix 5

Corinne Holland

From: Nicola Cadzow
Sent: 24 November 2021 11:42
To: Licensing
Cc: MARK.J.Perry [REDACTED] Barr .D.Leban [REDACTED]
harry.donova [REDACTED]
Subject: MAU REPRESENTATION 143761 NYE Tobacco Dock Wapping London

Follow Up Flag: Follow up
Flag Status: Completed

Dear Licensing,

I have considered the temporary event (TENS) for New Year's Eve for Tobacco Dock Wapping London rooftop bar (Skylight Bar) and the potential impact of public nuisance and measures to prevent noise generated from within the venue for use of the outdoor terrace area which could cause disturbance to people in the vicinity.

The applicant is proposing licensable activities:

sale of alcohol, late night refreshment and regulated entertainment until 03:00 hours new year eve into new years day on the outdoor rooftop area.

Sensitive premises: Residential and commercial premises close proximity to the venue.

In my view the application, as it stands fails, to comply with the objective of the Licensing Act 2003 relating to "public nuisance" for the following reasons:-

- Noise breakout from the venue affecting neighbouring residents.
- Access & egress to and from the venue, of patrons, especially due to patrons likely to be in high spirits; and
- The hours of operation (inclusive of proposals) for the external use of the roof terrace external area

CONCLUSION

Environmental Protection **does not** support the application Tobacco Dock Wapping London roof terrace external area, as there is great likelihood of disturbance at the late hours sought.

Kind regards

Nicola Cadzow

Environmental Health Officer
Environmental Protection Team
Place Directorate
London Borough of Tower Hamlets
Mulberry Place Town Hall
5 Clove Crescent
London E14 2BG

[REDACTED]
www.towerhamlets.gov.uk

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