

Appendix 1



* required information

Section 1 of 21

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference This is the unique reference for this application generated by the system.

Your reference You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant? Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Yes No

Applicant Details

* First name

* Family name

* E-mail

Main telephone number Include country code.

Other telephone number

Indicate here if the applicant would prefer not to be contacted by telephone

Is the applicant:

Applying as a business or organisation, including as a sole trader

Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means the applicant is applying so the applicant can be employed, or for some other personal reason, such as following a hobby.

Applicant Business

Is the applicant's business registered in the UK with Companies House? Yes No

Note: completing the Applicant Business section is optional in this form.

Registration number

Business name If the applicant's business is registered, use its registered name.

VAT number Put "none" if the applicant is not registered for VAT.

Legal status

Continued from previous page...

Applicant's position in the business

Home country

The country where the applicant's headquarters are.

Registered Address

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Agent Details

* First name

* Family name

* E-mail

Main telephone number

Include country code.

Other telephone number

Indicate here if you would prefer not to be contacted by telephone

Are you:

- An agent that is a business or organisation, including a sole trader
- A private individual acting as an agent

A sole trader is a business owned by one person without any special legal structure.

Agent Business

Is your business registered in the UK with Companies House? Yes No

Note: completing the Applicant Business section is optional in this form.

Registration number

Business name

If your business is registered, use its registered name.

VAT number

Put "none" if you are not registered for VAT.

Legal status

Continued from previous page...

Your position in the business

Home country

The country where the headquarters of your business is located.

Agent Registered Address

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Section 2 of 21

PREMISES DETAILS

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003.

Premises Address

Are you able to provide a postal address, OS map reference or description of the premises?

- Address OS map reference Description

Postal Address Of Premises

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Further Details

Telephone number

Non-domestic rateable value of premises (£)

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APPLICATION DETAILS

In what capacity are you applying for the premises licence?

- An individual or individuals
- A limited company / limited liability partnership
- A partnership (other than limited liability)
- An unincorporated association
- Other (for example a statutory corporation)
- A recognised club
- A charity
- The proprietor of an educational establishment
- A health service body
- A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- The chief officer of police of a police force in England and Wales

Confirm The Following

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities
- I am making the application pursuant to a statutory function
- I am making the application pursuant to a function discharged by virtue of His Majesty's prerogative

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NON INDIVIDUAL APPLICANTS

Provide name and registered address of applicant in full. Where appropriate give any registered number. In the case of a partnership or other joint venture (other than a body corporate), give the name and address of each party concerned.

Non Individual Applicant's Name

Name

Details

Registered number (where applicable)

Description of applicant (for example partnership, company, unincorporated association etc)

Continued from previous page...

Private Limited Company

Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Contact Details

Telephone number

Other telephone number

* Date of birth / /
dd mm yyyy

* Nationality [Documents that demonstrate entitlement to work in the UK](#)

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OPERATING SCHEDULE

When do you want the premises licence to start? / /
dd mm yyyy

If you wish the licence to be valid only for a limited period, when do you want it to end / /
dd mm yyyy

Provide a general description of the premises

For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off- supplies you must include a description of where the place will be and its proximity to the premises.

The application is for a shadow licence under the same terms, plans and conditions as the granted licence 19537.

Continued from previous page...

If 5,000 or more people are expected to attend the premises at any one time, state the number expected to attend

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PROVISION OF PLAYS

[See guidance on regulated entertainment](#)

Will you be providing plays?

- Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock. (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the performance of a play take place indoors or outdoors or both?

- Indoors Outdoors Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

Continued from previous page...

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

State any seasonal variations for performing plays

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non standard timings. Where the premises will be used for the performance of a play at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

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PROVISION OF FILMS

[See guidance on regulated entertainment](#)

Will you be providing films?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

Continued from previous page...

THURSDAY

Start	<input type="text" value="12:00"/>	End	<input type="text" value="23:00"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="12:00"/>	End	<input type="text" value="23:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="12:00"/>	End	<input type="text" value="23:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="12:00"/>	End	<input type="text" value="23:00"/>
Start	<input type="text"/>	End	<input type="text"/>

Will the exhibition of films take place indoors or outdoors or both?

- Indoors Outdoors Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

State any seasonal variations for the exhibition of film

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non standard timings. Where the premises will be used for the exhibition of film at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

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PROVISION OF INDOOR SPORTING EVENTS

[See guidance on regulated entertainment](#)

Continued from previous page...

Will you be providing indoor sporting events?

Yes No

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PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

[See guidance on regulated entertainment](#)

Will you be providing boxing or wrestling entertainments?

Yes No

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PROVISION OF LIVE MUSIC

[See guidance on regulated entertainment](#)

Will you be providing live music?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

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Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

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End

SATURDAY

Start

End

Start

End

Continued from previous page...

SUNDAY

Start

End

Start

End

Will the performance of live music take place indoors or outdoors or both?

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

Indoors Outdoors Both

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

State any seasonal variations for the performance of live music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the performance of live music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

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PROVISION OF RECORDED MUSIC

[See guidance on regulated entertainment](#)

Will you be providing recorded music?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock. (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

TUESDAY

Start

End

Start

End

Continued from previous page...

WEDNESDAY

Start	<input type="text" value="18:00"/>	End	<input type="text" value="00:00"/>
Start	<input type="text"/>	End	<input type="text"/>

THURSDAY

Start	<input type="text" value="18:00"/>	End	<input type="text" value="02:00"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="18:00"/>	End	<input type="text" value="03:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="18:00"/>	End	<input type="text" value="03:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="18:00"/>	End	<input type="text" value="00:00"/>
Start	<input type="text"/>	End	<input type="text"/>

Will the playing of recorded music take place indoors or outdoors or both?

- Indoors Outdoors Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

State any seasonal variations for playing recorded music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the playing of recorded music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

40 nights per year opening times and licensable activities extended until 6am

Continued from previous page...

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PROVISION OF PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will you be providing performances of dance?

- Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

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THURSDAY

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FRIDAY

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SATURDAY

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SUNDAY

Start

End

Start

End

Will the performance of dance take place indoors or outdoors or both?

- Indoors Outdoors Both

Where taking place in a building or other
structure tick as appropriate. Indoors may
include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

Continued from previous page...

State any seasonal variations for the performance of dance

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the performance of dance at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

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PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will you be providing anything similar to live music, recorded music or performances of dance?

Yes No

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LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock. (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

TUESDAY

Start

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Start

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WEDNESDAY

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End

Continued from previous page...

THURSDAY

Start	<input type="text" value="23:00"/>	End	<input type="text" value="02:00"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="23:00"/>	End	<input type="text" value="03:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="23:00"/>	End	<input type="text" value="03:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="23:00"/>	End	<input type="text" value="00:00"/>
Start	<input type="text"/>	End	<input type="text"/>

Will the provision of late night refreshment take place indoors or outdoors or both?

- Indoors Outdoors Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the supply of late night refreshments at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

40 nights per year opening times and licensable activities extended until 6am

Continued from previous page...

SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start

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WEDNESDAY

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THURSDAY

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FRIDAY

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SATURDAY

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SUNDAY

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End

Will the sale of alcohol be for consumption:

On the premises Off the premises Both

If the sale of alcohol is for consumption on
the premises select on, if the sale of alcohol
is for consumption away from the premises
select off. If the sale of alcohol is for
consumption on the premises and away
from the premises select both.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Continued from previous page...

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

40 nights per year opening times and licensable activities extended until 6am

State the name and details of the individual whom you wish to specify on the licence as premises supervisor

Name

First name

Family name

Date of birth

Enter the contact's address

Building number or name

City or town

County or administrative area

Country

Personal Licence number (if known)

Issuing licensing authority (if known)

PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- Electronically, by the proposed designated premises supervisor
- As an attachment to this application

Reference number for consent form (if known)

Continued from previous page...

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

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ADULT ENTERTAINMENT

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

Give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups etc gambling machines etc.

None

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HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock. (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

TUESDAY

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WEDNESDAY

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THURSDAY

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FRIDAY

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SATURDAY

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Continued from previous page...

SUNDAY

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Start

End

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

40 nights per year opening times and licensable activities extended until 6am

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LICENSING OBJECTIVES

Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b,c,d,e)

List here steps you will take to promote all four licensing objectives together.

The application is for a shadow licence under the same terms, plans and conditions as the granted licence 19537.

b) The prevention of crime and disorder

Please see attached

c) Public safety

Please see attached

d) The prevention of public nuisance

Please see attached

Continued from previous page...

e) The protection of children from harm

Please see attached

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NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK

Continued from previous page...

Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this in one of two ways: 1) by providing with this application copies or scanned copies of the documents listed below (which do not need to be certified), or 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

Continued from previous page...

- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
 - evidence of the applicant's own identity – such as a passport,
 - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
 - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
 - (i) working e.g. employment contract, wage slips, letter from the employer,
 - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
 - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
 - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

Original documents must not be sent to licensing authorities. If the document copied is a passport, a copy of the following pages should be provided:-

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

Continued from previous page...

If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

Home Office online right to work checking service

As an alternative to providing a copy of the documents listed above, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their 9-digit share code (provided to them upon accessing the service at <https://www.gov.uk/prove-right-to-work>) which, along with the applicant's date of birth (provided within this application), will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be checked online. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copy documents as set out above.

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NOTES ON REGULATED ENTERTAINMENT

Continued from previous page...

In terms of specific **regulated entertainments** please note that:

- Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
- Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
- Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
- Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
- Live music: no licence permission is required for:
 - o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - o a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
 - o any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

Continued from previous page...

- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - o any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

Section 21 of 21

PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.

Premises Licence Fees are determined by the non domestic rateable value of the premises.

To find out a premises non domestic rateable value go to the Valuation Office Agency site at http://www.voa.gov.uk/business_rates/index.htm

Band A - No RV to £4,300 = £100.00

Band B - £4,301 to £33,000 = £190.00

Band C - £33,001 to £8700 = 315.00

Band D - £87001 to £12500 = £450.00*

Band E - £125001 and over = 635.00*

*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then your are required to pay a higher fee

Band D - £7001 to £12500 = £900.00

Band E - £125001 and over £1,905.00

There is an exemption from the payment of fees in relation to the provision of regulated entertainment at church halls, chapel halls or premises of a similar nature, village halls, parish or community halls, or other premises of a similar nature. The costs associated with these licences will be met by central Government. If, however, the licence also authorises the use of the premises for the supply of alcohol or the provision of late night refreshment, a fee will be required.

Schools and sixth form colleges are exempt from the fees associated with the authorisation of regulated entertainment only where the entertainment is provided by and at the school or college and for the purposes of the school or college.

If you operate a large event you are subject to ADDITIONAL fees based upon the number in attendance at any one time

Capacity 5000-9999 = £1,000.00

Capacity 10000 -14999 = £2,000.00

Capacity 15000-19999 = £4,000.00

Capacity 20000-29999 = £8,000.00

Capacity 30000-39000 = £16,000.00

Capacity 40000-49999 = £24,000.00

Capacity 50000-59999 = £32,000.00

Capacity 60000-69999 = £40,000.00

Capacity 70000-79999 = £48,000.00

Capacity 80000-89999 = £56,000.00

Capacity 90000 and over = £64,000.00

NOTE: From 1st January 2018 Licences if you are granted a Licence to permit the sale/supply of alcohol between midnight and 6am (00:00 and 06:00 hours) on any day you will be liable to pay the Late Night Levy charge. The charge must be paid 14 days after the grant of your Licence, unless you fall within one of the exemption categories. Non-payment of the levy can result in suspension of your licence, as per sections 55A and 92A of the Licensing Act 2003, as amended and section 229(6) of the Police and Social Responsibility Act 2011. For more information below visit <https://www.towerhamlets.gov.uk/latenightlevy>

Continued from previous page...

* Fee amount (£)

315.00

DECLARATION

* I/we understand it is an offence, liable on conviction to a fine up to level 5 on the standard scale, under section 158 of the licensing act 2003, to make a false statement in or in connection with this application.

[APPLICABLE TO INDIVIDUAL APPLICANTS ONLY, INCLUDING THOSE IN A PARTNERSHIP WHICH IS NOT A LIMITED LIABILITY PARTNERSHIP] I UNDERSTAND I AM NOT ENTITLED TO BE ISSUED WITH A LICENCE IF I DO NOT HAVE THE ENTITLEMENT TO LIVE AND WORK IN THE UK (OR IF I AM SUBJECT TO A CONDITION PREVENTING ME FROM DOING WORK RELATING TO THE CARRYING ON OF A LICENSABLE ACTIVITY) AND THAT MY LICENCE WILL BECOME INVALID IF I CEASE TO BE ENTITLED TO LIVE AND WORK IN THE UK (PLEASE READ GUIDANCE NOTE 15). THE DPS NAMED IN THIS APPLICATION FORM IS ENTITLED TO WORK IN THE UK (AND IS NOT SUBJECT TO CONDITIONS PREVENTING HIM OR HER FROM DOING WORK RELATING TO A LICENSABLE ACTIVITY) AND I HAVE SEEN A COPY OF HIS OR HER PROOF OF ENTITLEMENT TO WORK, IF APPROPRIATE (PLEASE SEE NOTE 15).

Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

* Full name

Thomas and Thomas Partners LLP

* Capacity

Solicitors on behalf of the Applicant

* Date

20 / 03 / 2024
dd mm yyyy

Add another signatory

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...
2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/tower-hamlets/apply-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

IT IS AN OFFENCE LIABLE TO SUMMARY CONVICTION TO A FINE OF ANY AMOUNT UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED

OFFICE USE ONLY

Applicant reference number	<input type="text" value="JS/MS2/HAT.1.1"/>
Fee paid	<input type="text"/>
Payment provider reference	<input type="text"/>
ELMS Payment Reference	<input type="text"/>
Payment status	<input type="text"/>
Payment authorisation code	<input type="text"/>
Payment authorisation date	<input type="text"/>
Date and time submitted	<input type="text"/>
Approval deadline	<input type="text"/>
Error message	<input type="text"/>
Is Digitally signed	<input type="checkbox"/>

Appendix 2



**Lic No:
19537**

**(The Yard Theatre)
Unit 2a Queens Yard
White Post Lane
London
E9 5EN**

Licensable Activities authorised by the licence

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

See the attached licence for the licence conditions

Signed by

David Tolley 
**Head of Trading Standards &
Environmental Health**

Date: 31st July 2015



Part A - Format of premises licence

Premises licence number

19537

Part 1 - Premises details

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

(The Yard Theatre)
Unit 2a Queens Yard
White Post Lane

Post town

London

Post code

E9 5EN

Telephone number

[REDACTED]

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 regulated entertainment
- The provision of late night refreshment

The times the licence authorises the carrying out of licensable activities

The supply of alcohol (on sales only)

- Sunday to Wednesday from 12:00hrs (midday) to 00:00hrs (midnight)
- Thursday from 12:00hrs (midday) 02:00hrs (the following day)
- Friday to Saturday from 12:00hrs (midday) to 03:00hrs (the following day)

The provision of regulated entertainment in the form of plays (indoors), films (indoors), performances of dance (indoors)

- Monday to Sunday from 12:00hrs (midday) to 23:00hrs

The provision of regulated entertainment in the form of live music (indoors), recorded music (indoors)

- Sunday to Wednesday from 18:00hrs to 00:00hrs (midnight)
- Thursday from 18:00hrs to 02:00hrs (the following day)
- Friday to Saturday from 18:00hrs to 03:00hrs (the following day)

The provision of late night refreshment

- Sunday to Wednesday from 23:00hrs to 00:00hrs (midnight)
- Thursday from 23:00hrs to 02:00hrs (the following day)
- Friday to Saturday from 23:00hrs to 03:00hrs (the following day)

Non-Standard Times (supply of alcohol, late night refreshment and recorded music only)

- 40 nights per year opening times and licensable activities extended until 6am

The opening hours of the premises

- Sunday to Wednesday from 12:00hrs (midday) to 00:00hrs (midnight)
- Thursday from 12:00hrs (midday) to 02:00hrs (the following day)
- Friday to Saturday from 18:00hrs to 03:00hrs (the following day)

Non-Standard Times

- 40 nights per year opening times and licensable activities extended until 6am

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

- On sales only

Part 2

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

The Yard Theatre Limited
Unit 2a Queen's Yard
White Post Lane
London
E9 5EN

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

Registered Number: 7664276

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

Ashleigh Wheeler

[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

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

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

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)

Annex 2 - Conditions consistent with the operating Schedule

1. When planning late-running ticketed events the Premises Licence Holder (PLH) will send a 696 Risk Assessment (3 weeks prior) to the Metropolitan Police, including details of audience numbers, promoters and DJs. The PLH also send post-event summary emails when required;

Security plan:

2. When running a late-night music event at maximum bar capacity (250 people) the PLH will employ 4 security staff in total to cover the following areas: 2 security (1 male 1 female) at the front gate to check incoming people for any dangerous or illegal items and keep track of numbers with a clicker. One security member is to be stationed in the garden area immediately in front of the shutter entrance to monitor behaviour and noise on the exterior of the building, and to act as the communication link between the outside and inside staff. The last security person is to be stationed as a floating observer inside the bar area;
3. At the end of the night the roles of the 2 security at the front gate become that of stewards to help people into taxis, or direct them to the night bus stops. The inside security person is to support the cloakroom staff and monitor the cloakroom queue, and the remaining security person is to help round up any leftover patrons who have yet to leave. The PLH will have a walkie-talkie system in place between security staff at the front gate and the Bar and Venue Manager;
4. For small scale ticketed DJ events for no more than 50 people that is not promoted by an external promoter, the PLH will have SIA security staff and the number of these staff will be based on a risk assessment complied by PLH;

5. All non DJ events are to have security based on the risk assessments completed by the PLH.
6. The CCTV is to cover the outdoor area of The Yard, the entrance to the bar and members of the public being served at the bar.

Drugs policy:

7. The premises is to have a lockable box on-site for the safe storage of any suspected drugs that have been seized. If any staff member witnesses persons taking or distributing drugs on the premises, they are to be instructed to fetch a member of the security staff to detain the suspect and confiscate the item while the Police are called. The details are to be recorded in an incident book, with the date, name of the supervisor on shift, the name and number of the security guard present and a description of the seized item. The Yard's Bar and Venue Manager will arrange a time for Police to collect the confiscated substance from the premises; prior to this the box is to be locked away securely with the substance sealed in a freezer bag;
8. Any lost property found at The Yard is to be logged in the incident report book and kept locked away securely. If the PLH does not manage to locate the owner after one month, the item will be taken to Bow police station.
9. All staff supervisors and event managers are to be aware of capacity limits in the theatre and bar areas and security staff are to be tasked with keeping track of numbers with clickers. All Yard staff are to be trained in evacuation procedure and location of fire extinguishers;
10. On late-night events The Yard is to serve drinks in plastic glasses only. During usual opening hours, The Yard is to use toughened glass for drinks;

Transport plan:

11. The premises is to have an established relationship with several local minicab firms. Hired security staff are to double as stewards at the end of the night to help get people into cabs;
12. During late-night music events a soundproofing curtain is to be used across the shutter opening;
13. Security staff are to act as marshals to keep noise down and move people towards their transport home;

14. When planning an event that runs outside of our usual hours, the PLH is to contact the closest neighbouring businesses in writing at least a fortnight before the event itself with details of start and end times;
15. The Yard bar is to operate a Challenge 21 policy. All people entering the building for a late night event are asked for identification at the front gate. All late-night music events have an 18years+ age restriction and no person under the age of 18 is allowed into the building after 00:00hrs (midnight);
16. Children under the age of 16 are not allowed in the bar unaccompanied by an adult.

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:

- 30th June 2015 – Ground Floor

Part B - Premises licence summary

Premises licence number

19537

Premises details

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

(The Yard Theatre)
Unit 2a Queens Yard
White Post Lane

Post town

London

Post code

E9 5EN

Telephone number

██████████

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 regulated entertainment
- The provision of late night refreshment

The times the licence authorises the carrying out of licensable activities

The supply of alcohol (on sales only)

- Sunday to Wednesday from 12:00hrs (midday) to 00:00hrs (midnight)
- Thursday from 12:00hrs (midday) 02:00hrs (the following day)
- Friday to Saturday from 12:00hrs (midday) to 03:00hrs (the following day)

The provision of regulated entertainment in the form of plays (indoors), films (indoors), performances of dance (indoors)

- Monday to Sunday from 12:00hrs (midday) to 23:00hrs

The provision of regulated entertainment in the form of live music (indoors), recorded music (indoors)

- Sunday to Wednesday from 18:00hrs to 00:00hrs (midnight)
- Thursday from 18:00hrs to 02:00hrs (the following day)
- Friday to Saturday from 18:00hrs to 03:00hrs (the following day)

The provision of late night refreshment

- Sunday to Wednesday from 23:00hrs to 00:00hrs (midnight)
- Thursday from 23:00hrs to 02:00hrs (the following day)
- Friday to Saturday from 23:00hrs to 03:00hrs (the following day)

Non-Standard Times (supply of alcohol, late night refreshment and recorded music)

- 40 nights per year opening times and licensable activities extended until 6am

The opening hours of the premises

- Sunday to Wednesday from 12:00hrs (midday) to 00:00hrs (midnight)
- Thursday from 12:00hrs (midday) to 02:00hrs (the following day)
- Friday to Saturday from 18:00hrs to 03:00hrs (the following day)

Non-Standard Times

- 40 nights per year opening times and licensable activities extended until 6am

Name, (registered) address of holder of premises licence

The Yard Theatre Ltd
Unit 2a Queen's Yard
White Post Lane
London, E9 5EN

Where the licence authorises supplies of alcohol

On sales only

Registered company number

7664276

Designated premises supervisor

Ashleigh Wheeler

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

Children under the age of 16 are not allowed in the bar unaccompanied by an adult. No person under the age of 18 is allowed into the building after 00:00hrs (midnight).

Appendix 3

Application Summary

Premises Details

Shadow (The Yard Theatre) Unit 2a Queens Yard White Post Lane London E9 5EN

Applicant: HATTON GARDEN PROPERTIES LIMITED

Registered Address: *Quadrant House, Floor 6, 4 Thomas More Square, London, E1W 1YW*

Companies House Number: 05883958

Premises Address: Shadow (The Yard Theatre) Unit 2a Queens Yard White Post Lane London E9 5EN

VOA: £ 39,250

DPS: Rodney Charles Evans

Application Description:

The application is for a shadow licence under the same terms, plans and conditions as the granted licence 19537.

Proposed Hours & Activities:

Sale of Alcohol On Sales	Sunday to Wednesday 12:00 to 00:00 Thursdays 12:00 to 02:00 Friday to Saturday 12:00 to 03:00
Performance of Plays. Films and Performance of Dance	Monday to Sunday 12:00 to 23:00
Live Music and Recorded Music	Sunday to Wednesday 18:00 to 00:00 Thursday 18:00 to 02:00 Friday to Saturday 18:00 to 03:00
Late Night Refreshment	Sunday to Wednesday 23:00 to 00:00 Thursday 23:00 to 02:00 Friday to Saturday 23:00 to 03:00
Opening Hours	Sunday to Wednesday 12:00 to 00:00 Thursday 12:00 to 02:00 Friday to Saturday 18:00 to 03:00
Non-standard hours	Non-Standard Times (supply of alcohol, late night refreshment and recorded music only) 40 nights per year opening times and licensable activities extended until 6am

Proposed Conditions as attached to licence numbered 19537:

Annex 2 - Conditions consistent with the operating Schedule

1. When planning late-running ticketed events the Premises Licence Holder (PLH) will send a 696 Risk Assessment (3 weeks prior) to the Metropolitan Police, including details of audience numbers, promoters and DJs. The PLH also send post-event summary emails when required;

Security plan:

2. When running a late-night music event at maximum bar capacity (250 people) the PLH will employ 4 security staff in total to cover the following areas: 2 security (1 male 1 female) at the front gate to check incoming people for any dangerous or illegal items and keep track of numbers with a clicker. One security member is to be stationed in the garden area immediately in front of the shutter entrance to monitor behaviour and noise on the exterior of the building, and to act as the communication link between the outside and inside staff. The last security person is to be stationed as a floating observer inside the bar area;
3. At the end of the night the roles of the 2 security at the front gate become that of stewards to help people into taxis, or direct them to the night bus stops. The inside security person is to support the cloakroom staff and monitor the cloakroom queue, and the remaining security person is to help round up any leftover patrons who have yet to leave. The PLH will have a walkie-talkie system in place between security staff at the front gate and the Bar and Venue Manager;
4. For small scale ticketed DJ events for no more than 50 people that is not promoted by an external promoter, the PLH will have SIA security staff and the number of these staff will be based on a risk assessment compiled by PLH;
5. All non DJ events are to have security based on the risk assessments completed by the PLH.
6. The CCTV is to cover the outdoor area of The Yard, the entrance to the bar and members of the public being served at the bar.

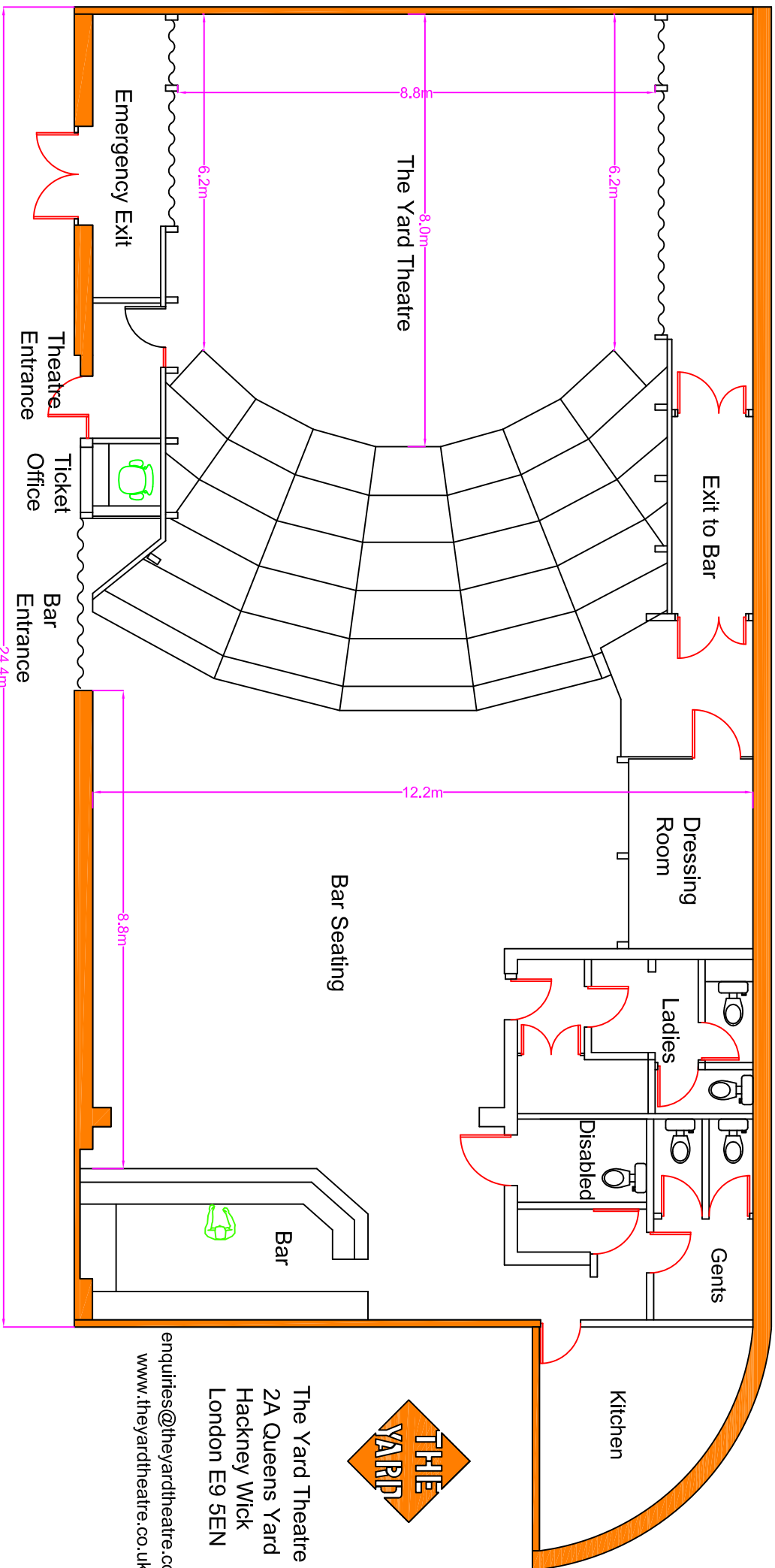
Drugs policy:

7. The premises is to have a lockable box on-site for the safe storage of any suspected drugs that have been seized. If any staff member witnesses persons taking or distributing drugs on the premises, they are to be instructed to fetch a member of the security staff to detain the suspect and confiscate the item while the Police are called. The details are to be recorded in an incident book, with the date, name of the supervisor on shift, the name and number of the security guard present and a description of the seized item. The Yard's Bar and Venue Manager will arrange a time for Police to collect the confiscated substance from the premises; prior to this the box is to be locked away securely with the substance sealed in a freezer bag;
8. Any lost property found at The Yard is to be logged in the incident report book and kept locked away securely. If the PLH does not manage to locate the owner after one month, the item will be taken to Bow police station.
9. All staff supervisors and event managers are to be aware of capacity limits in the theatre and bar areas and security staff are to be tasked with keeping track of numbers with clickers. All Yard staff are to be trained in evacuation procedure and location of fire extinguishers;
10. On late-night events The Yard is to serve drinks in plastic glasses only. During usual opening hours, The Yard is to use toughened glass for drinks;

Transport plan:

11. The premises is to have an established relationship with several local minicab firms. Hired security staff are to double as stewards at the end of the night to help get people into cabs;

12. During late-night music events a soundproofing curtain is to be used across the shutter opening;
13. Security staff are to act as marshals to keep noise down and move people towards their transport home;
14. When planning an event that runs outside of our usual hours, the PLH is to contact the closest neighbouring businesses in writing at least a fortnight before the event itself with details of start and end times;
15. The Yard bar is to operate a Challenge 21 policy. All people entering the building for a late night event are asked for identification at the front gate. All late-night music events have an 18years+ age restriction and no person under the age of 18 is allowed into the building after 00:00hrs (midnight);
16. Children under the age of 16 are not allowed in the bar unaccompanied by an adult.

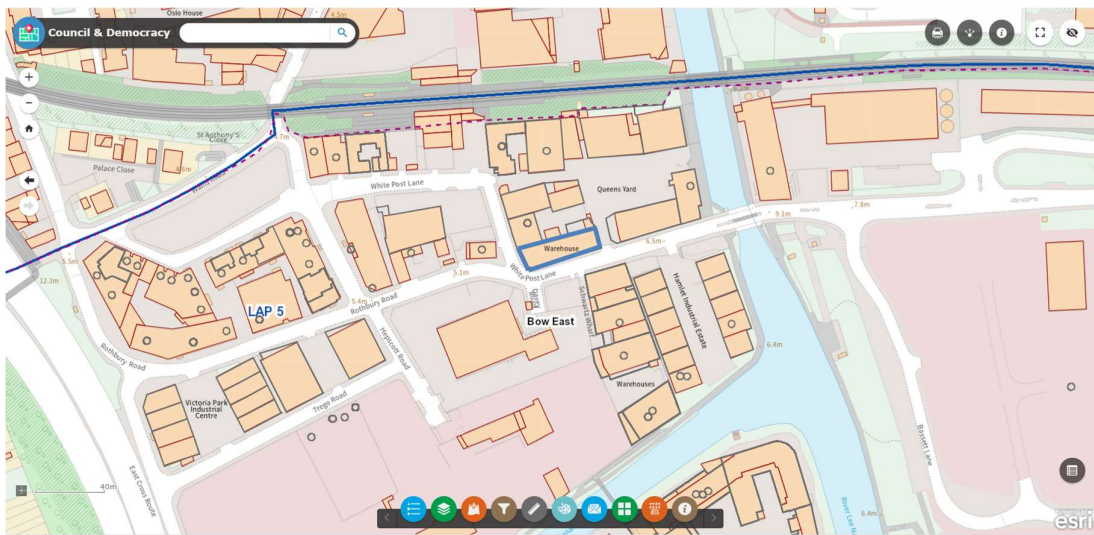
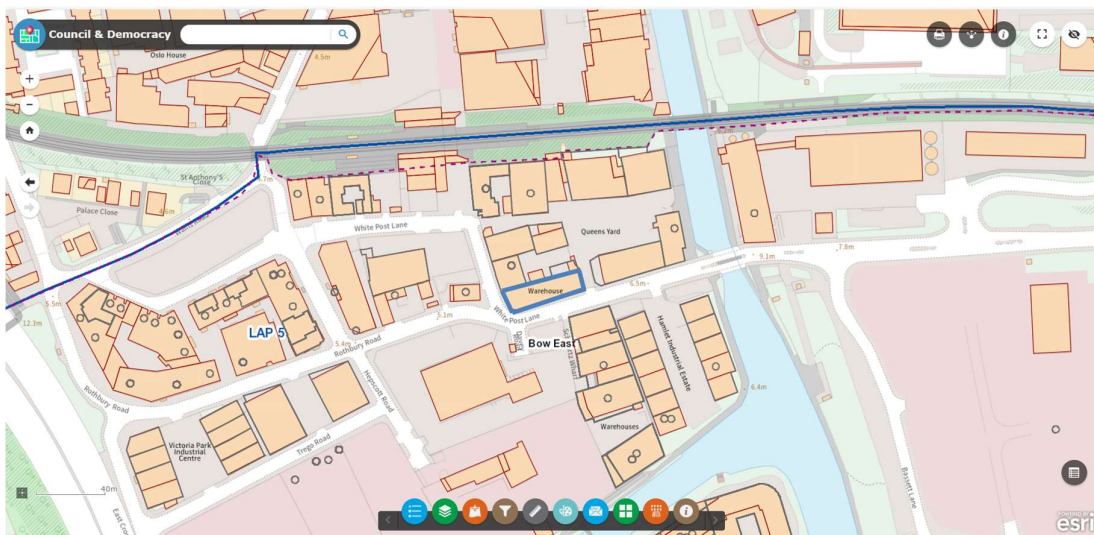
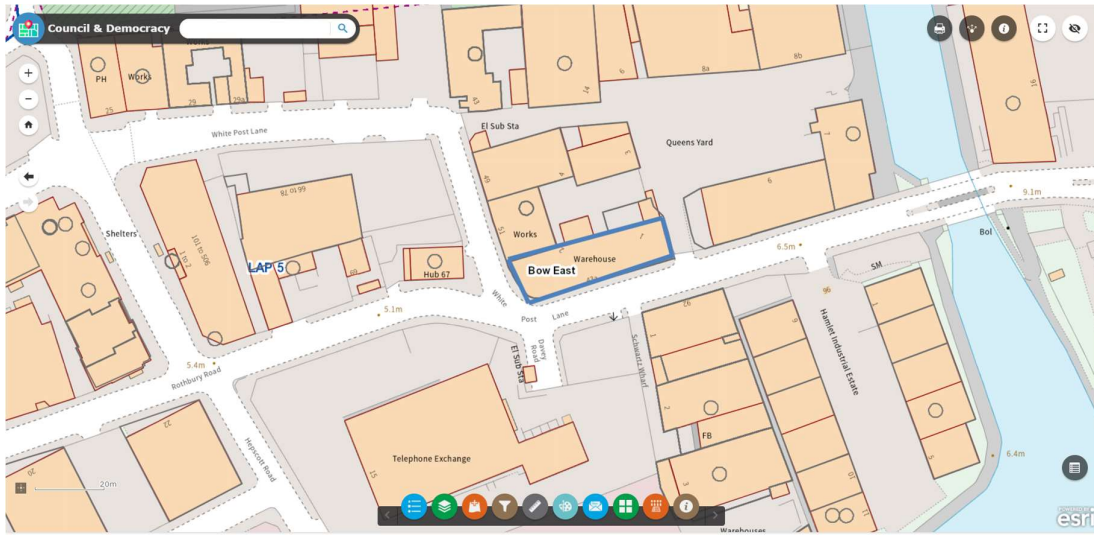


The Yard Theatre
 2A Queens Yard
 Hackney Wick
 London E9 5EN

enquiries@theyardtheatre.co.uk
 www.theyardtheatre.co.uk

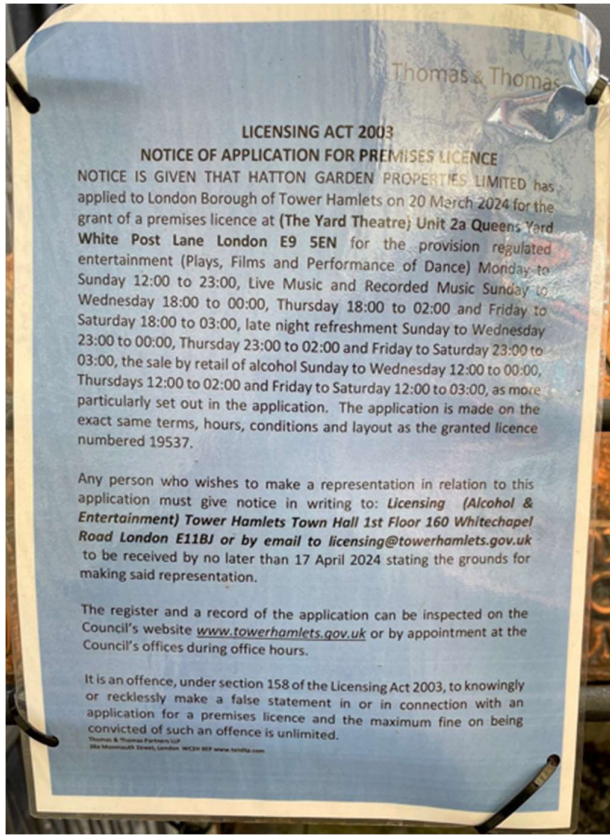
Appendix 4

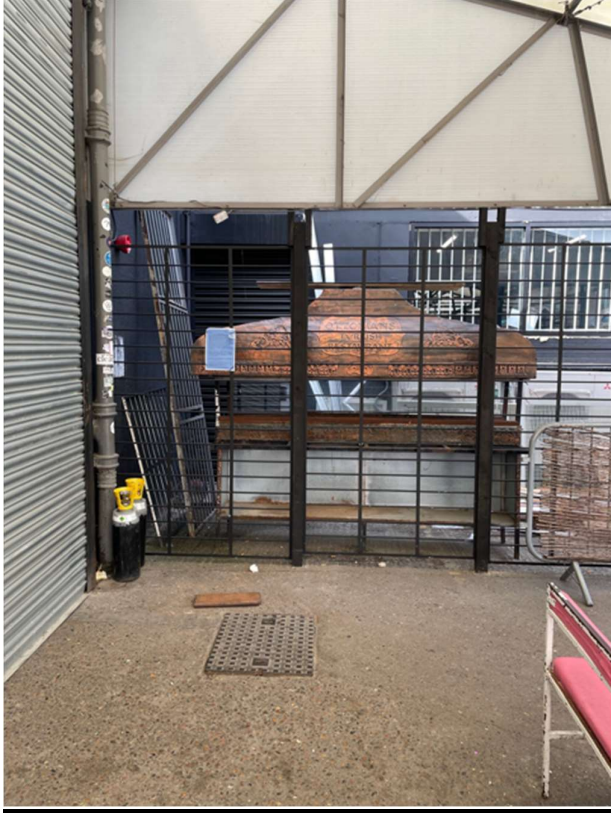
Unit 2a Queens Yard, 43 White Post Lane



Appendix 5

Photos – Unit 2a Queens Yard







Appendix 6

Premises	Licensable Activities	Opening Hours
Fabwick) Unit 4a, Queens Yard	<u>The sale by retail of alcohol</u> (off sales) Monday to Sunday from 08:00 hours to 00:00 hours	Monday to Sunday from 08:00 hours to 00:00 hours (Delivery only licence- No public access)
(The Yard Theatre) 2a Queens Yard	<u>The supply of alcohol (on sales only)</u> <ul style="list-style-type: none"> • Sunday to Wednesday from 12:00hrs (midday) to 00:00hrs (midnight) • Thursday from 12:00hrs (midday) 02:00hrs (the following day) • Friday to Saturday from 12:00hrs (midday) to 03:00hrs (the following day) <p><u>The provision of regulated entertainment in the form of plays (indoors), films (indoors), performances of dance (indoors)</u></p> <ul style="list-style-type: none"> • Monday to Sunday from 12:00hrs (midday) to 23:00hrs <p><u>The provision of regulated entertainment in the form of live music (indoors), recorded music (indoors)</u></p> <ul style="list-style-type: none"> • Sunday to Wednesday from 18:00hrs to 00:00hrs (midnight) • Thursday from 18:00hrs to 02:00hrs (the following day) • Friday to Saturday from 18:00hrs to 03:00hrs (the following day) <p><u>The provision of late night refreshment</u></p> <ul style="list-style-type: none"> • Sunday to Wednesday from 23:00hrs to 00:00hrs (midnight) 	<ul style="list-style-type: none"> • Sunday to Wednesday from 12:00hrs (midday) to 00:00hrs (midnight) • Thursday from 12:00hrs (midday) to 02:00hrs (the following day) • Friday to Saturday from 18:00hrs to 03:00hrs (the following day) <p><u>Non-Standard Times</u></p> <ul style="list-style-type: none"> • 40 nights per year opening times and licensable activities extended until 6am

	<ul style="list-style-type: none"> • Thursday from 23:00hrs to 02:00hrs (the following day) • Friday to Saturday from 23:00hrs to 03:00hrs (the following day) <p><u>Non-Standard Times (supply of alcohol, late night refreshment and recorded music only)</u></p> <ul style="list-style-type: none"> • 40 nights per year opening times and licensable activities extended until 6am 	
<p>(Old Street Brewery) Unit 1, Queens Yard</p>	<p><u>The sale by retail of alcohol – On and off sales</u></p> <ul style="list-style-type: none"> • Monday to Sunday, from 10:00 hrs to 00:00 hrs (midnight) <p>The provision of late night refreshments – Indoors and outdoors</p> <ul style="list-style-type: none"> • Sunday to Wednesday, from 23:00 hrs to 23:30 hrs • Thursday to Saturday, from 23:00 hrs to 00:00 hrs (midnight) <p>The provision of regulated entertainment – Indoors and outdoors <u>(Recorded Music only)</u></p> <ul style="list-style-type: none"> • Sunday to Wednesday, from 10:00 hrs to 00:00 hrs (midnight) • Thursday to Saturday, from 12:00 hrs to 00:30 hrs the following day 	<ul style="list-style-type: none"> • Sunday to Wednesday, from 10:00 hrs to 00:00 hrs (midnight) • Thursday to Saturday, from 10:00 hrs to 00:30 hrs the following day
<p>(Colour Factory) Unit 8a, Queens Yard</p>	<p><u>The sale by retail of alcohol (on & off sales)</u></p> <ul style="list-style-type: none"> • Monday to Thursday 09:00 hours to 23:00 hours 	<ul style="list-style-type: none"> • Monday to Thursday 09:00 hours to 23:30 hours • Friday & Saturday 09:00 hours to 04:00 hours

	<ul style="list-style-type: none"> • Friday & Saturday 09:00 hours to 03:30 hours the following day • Sunday 09:00 hours to 00:00 hours (midnight) <p>The provision of late-night refreshment – Indoors and outdoors</p> <ul style="list-style-type: none"> • Friday and Saturday, from 23:00 hours to 02:00 hours the following day <p>The provision of regulated entertainment <u>(Plays, Performances of Dance) – indoors</u></p> <ul style="list-style-type: none"> • Monday to Thursday 09:00 hours to 23:30 hours • Friday & Saturday 09:00 hours to 04:00 hours (the following day) • Sunday, from 09:00 hours to 00:00 hours (midnight) <p><u>(Films) - indoors</u></p> <ul style="list-style-type: none"> • Monday to Thursday 09:00 hours to 23:30 hours • Friday & Saturday, from 09:00 hours to 04:00 hours the following day 	<p>(the following day)</p> <ul style="list-style-type: none"> • Sunday, from 09:00 hours to 00:00 hours (midnight) <p><u>Non-standard timings:</u> For the 20 occasions per year for Live music, recorded Music, later night refreshment until 02:30 am, closing at 03:00 am, including the New Year’s Eve closing at 04:00 am that the Police and Environmental Health are informed of each of these events at least 10 working days before they occur, so that they may consider each event, and if there is any reason to believe that the Licensing Objectives will not be met, have the right to refuse an event.</p>
--	--	--

- Sunday 09:00 hours to 00:00 hours (midnight)

(Indoor Sporting Event)

- Monday to Thursday, from 09:00 hours to 23:30 hours
- Friday & Saturday 09:00 hours to 04:00 hours (the following day)
- Sunday, from 09:00 hours to 00:00 hours (midnight)

Live Music & Recorded Music (indoors & outdoors) – Live music cease 23:00 hours outside)

- Monday to Thursday 09:00 hours to 23:30 hours
- Friday & Saturday 09:00 hours to 04:00 hours (the following day)
- Sunday 09:00 hours to 00:00 hours (midnight)

Anything of a similar description to Live Music, Recorded Music or Performance of Dance – indoors and outdoors

- Monday to Thursday 09:00 hours to 23:30 hours
- Friday & Saturday 09:00 hours to 04:00 hours (the following day)
- Sunday, from 09:00 hours to 00:00 hours (midnight)

	<p><u>Non-standard timings:</u></p> <ul style="list-style-type: none"> For the 20 occasions per year for <u>Live music</u>, <u>recorded Music</u>, <u>late night refreshment</u> until 02:30 hours the following day, closing at 03:00 hours the following day, including the New Year's Eve closing at 04:00 hours the following day that the Police and Environmental Health are informed of each of these events at least 10 working days before they occur, so that they may consider each event, and if there is any reason to believe that the Licensing Objectives will not be met, have the right to refuse an event. 	
<p>(Howling Hops) Unit 9 Queens Yard</p>	<p><u>The Supply of Alcohol (both on and off premises)</u></p> <ul style="list-style-type: none"> Sunday to Thursday from 12:00hrs (midday) to 23:00hrs Friday to Saturday from 12:00hrs (Midday) to 01:30hrs <p><u>Provision of Regulated Entertainment:</u> <u>Plays, Films, Indoor Sporting Events, Live Music (indoors), Recorded Music (indoors), Performance of Dance, Anything of a similar Description</u></p> <ul style="list-style-type: none"> Sunday to Thursday from 12:00hrs (midday) to 23:00hrs Friday and Saturday from 12:00hrs (midday) to 01:30hrs <p><u>The Provision of Late Night Refreshments</u></p>	<ul style="list-style-type: none"> Sunday to Thursday from 12:00hrs to 23:30hrs Friday to Saturday from 12:00hrs to 02:00hrs (the following day)

	<ul style="list-style-type: none"> • Friday and Saturday 23:00hrs – 0200hrs • 	
<p>(Crate Bar & Pizzeria) White Building Unit ,7 Queens Yard</p>	<p>Sale by retail of alcohol (on and off sales)</p> <ul style="list-style-type: none"> • Monday to Wednesday, from 09:00 hours to 23:30 hours • Thursday to Sunday, from 09:00 hours to 01:30 hours the following days <p>The provision of late night refreshment – Indoors</p> <ul style="list-style-type: none"> • Monday to Wednesday, from 23:00 hours to 23:30 hours • Thursday to Sunday, from 23:00 hours to 01:30 hours the following days <p>The provision of regulated entertainment – Indoors and outdoors Plays, Films,</p> <ul style="list-style-type: none"> • Monday to Wednesday, from 09:00 hours to 00:00 hours (midnight) • Thursday to Sunday, from 09:00 hours to 02:00 hours the following days <p>Live Music, recorded music (outside only until 21:00 hours)</p> <ul style="list-style-type: none"> • Monday to Wednesday, from 09:00 hours to 00:00 hours (midnight) • Thursday to Sunday, from 09:00 hours to 02:00 hours the following days <p>Performance of dance</p>	<ul style="list-style-type: none"> • Monday to Wednesday, from 09:00 hours to 00:00 hours (midnight) • Thursday to Sunday, from 09:00 hours to 02:00 hours the following days

	<ul style="list-style-type: none"> Monday to Wednesday, from 09:00 hours to 23:30 hours Thursday to Sunday, from 09:00 hours to 01:30 hours the following days 	
(Alfred Leroy) Crate Brewery The White Building Unit 7 Queens Yard	<p><u>The on sale of alcohol (on sales)</u> Monday to Thursday, 07.00am to 23.00pm. Friday and Saturday, 07.00am to midnight. Sunday, 07.00am to 22.30pm.</p> <p><u>Late night refreshment,</u> Friday and Saturday, 23.00pm to 00.30am the next day.</p> <p><u>The exhibition of films,</u> Monday to Sunday, 12noon to 22.00pm.</p>	Monday to Thursday, 07.00am to 23.30pm. Friday and Saturday, 07.00am to 00.30am the next day. Sunday, 07.00am to 23.00pm.
(Wicked Fish) Queens Yard	<p><u>The sale by retail of alcohol</u> (on sales only) Monday to Sunday 12:00 – 23:00 hours</p> <p><u>Late Night Refreshment</u> Sunday to Thursday from 23:00 -01:00 HRS Friday to Saturday from 23:00 - 04:00 HRS</p> <p><u>Non-standard timing</u> Christmas Eve and New Year’s Eve Christmas Eve and Christmas Day 23:00 hours to 05:00 hours New Years Eve 23:00 hours to 05:00 hours (the day following), New Year’s Day 23:00 hours to 05:00 hours</p>	Sunday – Thursday from 06:00 hours to 01:30 hours Friday -Saturday from 06:00 hours to 04:30 hours <u>Non-standard timing</u> Christmas Eve and Christmas Day 23:00 hours to 05:00 hours New Years Eve 23:00 hours to 05:00 hours (the day following), New Year’s Day 23:00 hours to 05:00 hours

<p>(HWK3 Limited) Unit 8 29 White Post Lane</p>	<p><u>Supply of alcohol (Indoors & Outdoors)</u> Monday to Thursday from 11:30 hours to 23:30 hours Friday to Saturday from 11:30 hours to 00:00 hours Sunday from 11:30 hours to 22:30 hours</p> <p><u>Non-standard timings</u> Until 01:30 on the evening preceding a Bank Holiday. Until 4am on New Years Eve, until 01:30 on New Year's Day.</p> <p><u>Regulated Entertainment Plays & Recorded Music (Indoors & Outdoors)</u> Monday to Thursday from 11:30 hours to 23:30 hours Friday to Saturday from 11:30 hours to 00:00 hours Sunday from 11:30 hours to 22:30 hours</p> <p><u>Non-standard timings</u> Until 01:30 on the evening preceding a Bank Holiday. Until 4am on New Years Eve, until 01:30 on New Year's Day.</p>	<p>Monday to Thursday from 11:30 hours to 23:00 hours Friday to Saturday from 11:30 to 23:30 hours Sunday from 11:30 to 22:00 hours</p> <p><u>Non-standard timings</u> Until 01:30 on the evening preceding a Bank Holiday. Until 4am on New Year's Eve, until 01:30 on New Year's Day</p>
<p>(Civic State) Unit 2-3 66-78 White Post Lane</p>	<p><u>Supply of alcohol (on and off sales)</u> Monday to Sunday from 10:00 hours to 23:59 hours</p> <p><u>Provisions of regulated entertainment</u> consisting of Provisions Plays, films, performance of dance (indoors/outdoors) Monday to Sunday from 10:00 hours to 23:59</p> <p><u>Provision of Live and Recorded Music</u> (indoors/outdoors) Monday to Sunday from 10:00 hours to 22:00 hours</p>	<p>Monday to Sunday from 06:00 hours to 23:59</p>

<p>(Lord Napier) 25 White Post Lane</p>	<p><u>The provision of regulated entertainment</u> (recorded music):</p> <ul style="list-style-type: none"> • Sunday to Thursday from 10:00 hours to 00:00 hours (Midnight) • Friday and Saturday from 10:00 hours to 01:30 hours <p><u>The provision of late night refreshment:</u></p> <ul style="list-style-type: none"> • Sunday to Thursday from 23:00 hours to 00:00 hours (Midnight) • Friday and Saturday from 23:00 hours to 01:30 hours <p><u>The sale by retail of alcohol – (on and off sales):</u></p> <ul style="list-style-type: none"> • Sunday to Thursday from 10:00 hours to 00:00 hours (Midnight) Friday to Saturday 10:00 hours to 01:30 hours 	<p>The opening hours of the premises:</p> <ul style="list-style-type: none"> • Sunday to Thursday from 10:00 hours to 00:30 hours • Friday and Saturday from 10:00 hour to 02:00 hours <p>Non Standard Timings: Until 02:00 on Bank Holiday Sundays and Easter Thursday. Until 04:30 on New Years Eve and 02:00 on New Year's Day.</p>
<p>(All My Friends) Unit 1, Hamlet Industrial Estate 96 White Post Lane</p>	<p><u>Regulated Entertainment – Recorded Music (indoors)</u> Sunday to Wednesday from 23:00 hours to 00:00 hours Thursday from 23:00 hours to 01:00 hours Friday to Saturday from 23:00 hours to 02:00 hours</p> <p><u>Late Night Refreshment (indoors & Outdoors)</u> Sunday to Wednesday from 23:00 hours to 00:00 hours Thursday from 23:00 hours to 01:00 hours Friday to Saturday from 23:00 hours to 02:00 hours</p> <p><u>The sale by retail of alcohol (on & off)</u></p>	<p>Sunday to Wednesday from 07:00 hours to 00:00 hours Thursday from 07:00 hours to 01:00 hours Friday to Saturday from 07:00 hours to 02:00 hours</p>

	<p>Sunday to Wednesday from 08:00 hours to 23:30 hours Thursday from 08:00 hours to 00:30 hours Friday to Saturday from 08:00 hours to 01:30 hours</p>	
<p>(Greenhouse) Unit 1 Hamlet Industrial Estate 96 White Post Lane</p>	<p><u>Regulated Entertainment in the form of live music (indoors)</u></p> <ul style="list-style-type: none"> • From Monday to Saturday from 18:00hrs to 23:00hrs • Sunday from 08:00hrs to 23:00hrs <p><u>Regulated Entertainment in the form of recorded music (indoors)</u></p> <ul style="list-style-type: none"> • From Monday to Sunday from 18:00hrs to 23:00hrs <p><u>The Supply of alcohol (both on and off premises)</u></p> <ul style="list-style-type: none"> • From Monday to Sunday from 08:00hrs to 23:00hrs 	<p>Monday to Sunday from 07:00hrs to 23:30hrs</p>
<p>(Whitepost Cafe) Schwartz Wharf 92 White Post Lane</p>	<p><u>The sale by retail of alcohol - on sales</u> Monday to Thursday from 11:00hrs to 23:00hrs Friday from 11:00hrs to 00:00hrs (midnight) Saturday from 11:00hrs to 01:00hrs (the following day) Sunday from 11:00hrs to 22:00hrs</p> <p><u>The sale by retail of alcohol - off sales</u> Monday to Sunday from 11:00hrs to 21:00hrs</p> <p><u>The Provision of Late Night Refreshment (indoors):</u> Friday from 23:00hrs to 00:00hrs (midnight)</p>	<p>Monday to Thursday from 11:00hrs to 23:30hrs Friday from 11:00hrs to 00:30hrs (the following day) Saturday from 11:00hrs to 01:30hrs (the following day) Sunday from 11:00hrs to 22:30hrs</p> <p>Non-standard times: Sundays before Bank Holidays 11:00hrs to 01:00hrs (the following day) New Year's Eve 11:00hrs to 09:00hrs (the following day) Morning British Standard Time commences to allow clock going back on hour</p>

	<p>Saturday from 23:00hrs to 00:00hrs (midnight)</p> <p><u>The Provision of Regulated Entertainment in the form of Recorded Music indoors):</u> Monday to Thursday from 11:00hrs to 23:00hrs Friday from 11:00hrs to 00:00hrs (midnight) Saturday from 11:00hrs to 01:00hrs (the following day) Sunday from 11:00hrs to 22:00hrs</p> <p>Non-standard times: Sundays before Bank Holidays 11:00hrs to 01:00hrs (the following day) New Year's Eve 11:00hrs to 09:00hrs (the following day) Morning British Standard Time commences to allow clock going back on hour</p>	
<p>(Run the Booze) Unit 3-4, Hamlet Industrial Estate 96 White Post Lane</p>	<p><u>The sale of alcohol (off sales)</u> Monday – Thursday 12:00 hours – 00:00 hours (midnight) Friday - Saturday 12:00 hours – 02:00 hours Sunday 12:00 hours – 23:00 hours</p> <p><u>Provision of Late Night Refreshments (indoors & outdoors)</u> Monday – Thursday 23:00 hours – 00:00 hrs (midnight) Friday – Saturday 23:00 hours – 02:00 hours</p>	<p>No public access</p>
<p>(Skeeters Ax Throwing) Hamlet Industrial Estate 96 White Post Lane</p>	<p><u>The sale by retail of alcohol – On and off sales</u></p> <ul style="list-style-type: none"> • (Monday, no licensable activities) • Tuesday to Friday, from 14:00 hrs to 22:00 hrs • Saturday, from 10:00 hrs to 22:00 hrs 	<ul style="list-style-type: none"> • (Monday, no licensable activities) • Tuesday to Friday, from 14:00 hrs to 22:00 hrs • Saturday and Sunday, from 10:00 hrs to 22:00 hrs

	<ul style="list-style-type: none"> • Sunday, from 10:00 hrs to 21:00 hrs <p><u>Non-standard timings</u></p> <ul style="list-style-type: none"> • Day proceeding a bank holiday, from 10:00 hrs to 22:00 hrs 	<p><u>Non-standard timings</u></p> <ul style="list-style-type: none"> • Day proceeding a bank holiday, from 10:00 hrs to 22:00 hrs
<p>(Burnt Umber Brasserie and Deli) 2 Hepscott Road</p>	<p><u>The sale by retail of alcohol (on & off sales)</u></p> <ul style="list-style-type: none"> • Monday to Sunday, from 07:00 hrs to 23:00 hrs 	<ul style="list-style-type: none"> • Monday to Sunday, from 07:00 hrs to 23:00 hrs

Appendix 7

Subject – LICENCE APPLICATION REPRESENTATION – THE YARD THEATRE

Dear Tower Hamlets Licensing (Alcohol & Entertainment)

I am writing to place an objection to the new licence applied for by Hatton Garden Properties Limited at (The Yard Theatre) Unit 2a Queens Yard White Post Lane London E9 5EN.

My objection is on the grounds of Public Nuisance, Public Safety, & Crime & Disorder.

I am a Hackney Wick Resident and would like to strongly object to the addition of another venue adding another new 156 late night finishes past 12pm (52 until 2am and 104 to 3am) to the already ridiculous nuisance caused late at night collectively by the Queens Yard Businesses. The sound from the existing queens yard already INCREASES in volume from 22:00 hours to as late as 04:00 compared to the relative background daytime readings. Why add more noise nuisance to the torture we already endure from Queens Yard?

The premises already has a licence with much earlier weekend finish times as shown in the notice, it is unreasonable to consider that this new licence be granted when it is so far outside of the core hours in the Tower Hamlets Licensing Policy and is in an area that has a regular weekend history of crime and disorder, the worst of which recently was a fatal stabbing in White Post Lane.

Adding more people to queens yard late at night massively increases the danger of drunkenness and assault in the area with urinating in the streets and littering, altogether based on my experience of living locally this application can only be seen as a bad thing and should be rejected by the council. They already have a licence and many days of extensions with temporary events, let that be enough.

Yours,

Dara MacMichael

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Appendix 8

Corinne Holland

From: Jomard kurdi [REDACTED] >
Sent: 17 April 2024 23:40
To: Licensing
Subject: Subject – LICENCE APPLICATION REPRESENTATION – THE YARD THEATRE

Follow Up Flag: Follow up
Flag Status: Completed

Dear Tower Hamlets Licensing (Alcohol & Entertainment)

I am writing to place an objection to the new licence applied for by Hatton Garden Properties Limited at (The Yard Theatre) Unit 2a Queens Yard White Post Lane London E9 5EN.

My objection is on the grounds of Public Nuisance, Public Safety, & Crime & Disorder.

I am a Hackney Wick Resident and business owner and would like to strongly object to the addition of another venue adding another new 156 late night finishes past 12pm (52 until 2am and 104 to 3am) to the already ridiculous nuisance caused late at night collectively by the Queens Yard Businesses. The sound from the existing queens yard already INCREASES in volume from 22:00 hours to as late as 04:00 compared to the relative background daytime readings. Why add more noise nuisance to the torture we already endure from Queens Yard?

The premises already has a licence with much earlier weekend finish times as shown in the notice, it is unreasonable to consider that this new licence be granted when it is so far outside of the core hours in the Tower Hamlets Licensing Policy and is in an area that has a regular weekend history of crime and disorder, the worst of which recently was a fatal stabbing in White Post Lane.

Adding more people to queens yard late at night massively increases the danger of drunkenness and assault in the area with urinating in the streets and littering, altogether based on my experience of living locally this application can only be seen as a bad thing and should be rejected by the council. They already have a licence and many days of extensions with temporary events, let that be enough.

Yours,

Jomard Kurdi
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Appendix 9

Corinne Holland

From: Lady Lucie [REDACTED] >
Sent: 17 April 2024 22:53
To: Licensing
Subject: Objection to licence

Follow Up Flag: Follow up
Flag Status: Completed

Subject – LICENCE APPLICATION REPRESENTATION – THE YARD THEATRE

Dear Tower Hamlets Licensing (Alcohol & Entertainment)

I am writing to place an objection to the new licence applied for by Hatton Garden Properties Limited at (The Yard Theatre) Unit 2a Queens Yard White Post Lane London E9 5EN.

My objection is on the grounds of Public Nuisance, Public Safety, & Crime & Disorder.

I am a Hackney Wick Resident and business owner and would like to strongly object to the addition of another venue adding another new 156 late night finishes past 12pm (52 until 2am and 104 to 3am) to the already ridiculous nuisance caused late at night collectively by the Queens Yard Businesses. The sound from the existing queens yard already INCREASES in volume from 22:00 hours to as late as 04:00 compared to the relative background daytime readings. Why add more noise nuisance to the torture we already endure from Queens Yard?

The premises already has a licence with much earlier weekend finish times as shown in the notice, it is unreasonable to consider that this new licence be granted when it is so far outside of the core hours in the Tower Hamlets Licensing Policy and is in an area that has a regular weekend history of crime and disorder, the worst of which recently was a fatal stabbing in White Post Lane.

Adding more people to queens yard late at night massively increases the danger of drunkenness and assault in the area with urinating in the streets and littering, altogether based on my experience of living locally this application can only be seen as a bad thing and should be rejected by the council. They already have a licence and many days of extensions with temporary events, let that be enough.

My other concern is if noise pollution. There is current building works opposite the venue and which start work at 8am Monday though to Saturday. The noisiest parts of the building works are allowed from 8am-10am (then spread throughout the day in 2 hours on / 2 hours off) the noise wakes me up every morning. The venue applying for the licence has an old warehouse roof so there is no soundproofing and I can hear the music from the venue in my house. So if the licence is allowed to the time proposed and it keeps me awake I'll have only 6 hours quiet time to sleep on Thursday night and 5 hours quiet time to sleep on Friday night. I think 8 hours at night is a reasonable amount of time to not have any sound pollution.

Yours
Miss Lucie Ashworth

[REDACTED]

Appendix 10

Corinne Holland

From: Licensing
Sent: 30 April 2024 13:47
To: Licensing
Subject: Licence application - Yard Theatre, Unit 2a, Queens Yard, 43 White Post Lane - M/167866

Dear Resident

The Licensing Authority has been asked to forward the following email, from the agent acting for the applicant, for this licence application to which you have made a representation.

If you decide to withdraw your representation, can you please let me know as soon as possible.

If you have any queries to the agent his contact details are at the bottom of this email.

Dear Sir or Madam

We hope that this email finds you well.

We act for the applicant of the Queen’s Yard Theatre shadow licence. The London Borough of Tower Hamlets licensing authority have provided us with a copy of your representation in respect of our client’s application. Thank you for taking the time to comment on our client’s proposals.

Our client is the owner of the Queen’s Yard Theatre building and the landlord of the current Queen’s Yard Theatre operator. The application is for a “shadow licence” in respect of the existing Queen’s Yard Theatre on exactly the same terms as the existing premises licence. For the avoidance of any doubt, there is no intention to authorise a new licensed venue or increase the hours of the existing the existing theatre. The application simply proposes a licence to be held by our client that mirrors the terms of the Queen’s Yard Theatre existing licence.

Shadow licences are an increasingly common mechanism for proactive landlords to help manage their assets which include buildings left to licence tenants. To reiterate, the proposals will not result in a new licence venue in your area nor any extension to hours or relaxation of conditions.

Thank you for your consideration of this email, which we hope has helped to address the concerns that you have raised.

Please do not hesitate to contact us if you have any queries arising or would like to discuss your concerns further.

Best wishes
Jack

Jack Spiegler
Partner

Thomas & Thomas Partners LLP
38a Monmouth Street
London WC2H 9EP



E: [REDACTED]

W: <https://www.tandtp.com/home.html>

Kind regards

Corinne Holland

Licensing Officer
Environmental Health and Trading Standards
Licensing & Safety Team
4th Floor Tower Hamlets Town Hall
160 Whitechapel Road
London
E1 1BJ

[REDACTED]
www.towerhamlets.gov.uk

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Appendix 11

**Section 182 Advice by the Home Office
Updated on August 2023**

Relevant, vexatious and frivolous representations

- 9.4 A representation is “relevant” if it relates to the likely effect of the grant of the licence on the promotion of at least one of the licensing objectives. For example, a representation from a local businessperson about the commercial damage caused by competition from new licensed premises would not be relevant. On the other hand, a representation by a businessperson that nuisance caused by new premises would deter customers from entering the local area, and the steps proposed by the applicant to prevent that nuisance were inadequate, would be relevant. In other words, representations should relate to the impact of licensable activities carried on from premises on the objectives. For representations in relation to variations to be relevant, they should be confined to the subject matter of the variation. There is no requirement for a responsible authority or other person to produce a recorded history of problems at premises to support their representations, and in fact this would not be possible for new premises.
- 9.5 It is for the licensing authority to determine whether a representation (other than a representation from responsible authority) is frivolous or vexatious on the basis of what might ordinarily be considered to be vexatious or frivolous. A representation may be considered to be vexatious if it appears to be intended to cause aggravation or annoyance, whether to a competitor or other person, without reasonable cause or justification. Vexatious circumstances may arise because of disputes between rival businesses and local knowledge will therefore be invaluable in considering such matters. Licensing authorities can consider the main effect of the representation, and whether any inconvenience or expense caused by it could reasonably be considered to be proportionate.
- 9.6 Frivolous representations would be essentially categorised by a lack of seriousness. Frivolous representations would concern issues which, at most, are minor and in relation to which no remedial steps would be warranted or proportionate.
- 9.7 Any person who is aggrieved by a rejection of their representations on either of these grounds may lodge a complaint through the local authority’s corporate complaints procedure. A person may also challenge the authority’s decision by way of judicial review.
- 9.8 Licensing authorities should not take decisions about whether representations are frivolous, vexatious or relevant to the licensing objectives on the basis of any political judgement. This may be difficult for councillors who receive complaints from residents within their own wards.

If consideration is not to be delegated, contrary to the recommendation in this Guidance, an assessment should be prepared by officials for consideration by the sub-committee before any decision is taken that necessitates a hearing. Any councillor who considers that their own interests are such that they are unable to consider the matter independently should disqualify themselves.

- 9.9 It is recommended that, in borderline cases, the benefit of the doubt about any aspect of a representation should be given to the person making that representation. The subsequent hearing would then provide an opportunity for the person or body making the representation to amplify and clarify it.
- 9.10 Licensing authorities should consider providing advice on their websites about how any person can make representations to them.

Appendix 12

Licensing Policy Section 11

Prevention of Public Nuisance

- 11.1 Licensed premises, especially those operating late at night and in the early hours of the morning, can cause a range of nuisances impacting on people living, working or sleeping in the vicinity of the premises.
- 11.2 Like many London boroughs, Tower Hamlets has many areas of the borough where businesses and residents are “cheek by jowl” with each other. Thus, the correct balance needs to be adopted ensuring residents are not unduly disturbed by licensed premises, whilst ensuring this does not stifle growth in the licence trade.
- 11.3 Though all licensed premises must promote the licensing objectives, and thus actively try to prevent public nuisance being caused by their licensable activities, there are some factors that this Licensing Authority would expect to applicants to consider and where appropriate address in their operating schedule. These are:
- a) Music/performances
Measures to reduce impact of noise on residents
 - b) Queue management
Measure to prevent obstruct access to properties, pavements. Measure to reduce the impact of people noise on residents
 - c) Ingress and Egress
Measure to prevent people noise during ingress and egress
 - d) Use of outside areas (see 11.7 below)
 - e) Deliveries, particularly pick-ups by vehicles
Measures to prevent noise/fumes from engines, drivers (including smoking),
 - f) Bottle disposal
Done at reasonable time to prevent impact on residents e.g. between 8am and 8pm
 - g) Litter
Measures to prevent littering around the venue from patrons
- 11.4 The Licensing Authority appreciates that it would not be necessary or appropriate for all applications to have measures to prevent the above issues. Nevertheless, we will take a strong view on applications for licences that are in close proximity to residential premises, and whose intended use has a higher likelihood of causing public nuisance. This also includes those applications in areas covered by a Cumulative Impact Assessment (CIA). Especially where the applications falls outside the scope of any exceptions to such CIAs.
- 11.5 The Licensing Authority, where its discretion is engaged, will consider, where appropriate, attaching conditions to licences and permissions to prevent the

problems identified listed above, or any other conditions it considered appropriate and proportionate to promote the licensing condition of prevention of public nuisance.

- 11.6 **Street Furniture** – placing of street furniture, which includes advertising boards, on the highway can cause a public nuisance by way of obstruction or encourage consumption of alcohol on an unlicensed area. The Licensing Authority expects applicants to have ensured that they fully comply with the Councils rules relating to authorisation of obstructions on the highway, and that the required authorisations are obtained prior to submitting a licence application. Where proportionate and appropriate, and its discretion is engaged, the Licensing Authority will impose conditions in relation to street furniture, including on private land.
- 11.7 **Fly Posting** – The Council has experienced problems with "fly posting" in relation to venues that offer entertainment. Fly posting is the unauthorised posting of posters / advertisements etc. Where it considers it proportionate and appropriate, and its discretion is engaged, the Licensing Authority will attach conditions relating to the control of fly posting to ensure that venues clearly prohibit all fly posting in their contract terms with others and they effectively enforce this control.
- 11.8 **Beer Gardens and outside areas** – since the ending of the restrictions imposed during the Coronavirus pandemic, we have seen an increase the use of outside areas. This has also been encouraged by Government under the Business and Planning Act 2020. We want to strike the right balance between allowing businesses to thrive whilst still protecting residents of the borough being unduly disturbed by the night time economy. Hence, we would encourage applicants address this concern in their operating schedule by detailing what mitigating measures they intend adopt to reduce any disturbance the use of the outside area is likely to have on neighbouring residents. Such measures could include:
- limiting the amount of patrons permitted in the outside area, and/or,
 - restricting the use of areas after a certain time,
 - ceasing its use after a certain time.

Where disturbance of residents from outside areas is likely, and where its discretion is engaged, this Licensing Authority may add conditions limiting the numbers of person permitted to use any outside areas, and/or seek to cease the use of any outside areas after 21:00 hours.

- 11.9 **Party Boats** – An increasing number of complaints have been received in London Boroughs that boarder the River Thames in relation to "Party Boats", which use the River. In respect of this we would encourage applicants for Party Boats to consider adopting the "Boat" conditions, listed in our Model Conditions in Appendix 3, where appropriate to promote the Licensing Objective of Prevention of Public Nuisance. Furthermore, where disturbance of residence from these party boats is likely, and where its discretion is engaged, this Licensing Authority may add one or more of the boat conditions from our Model Conditions.

Appendix 13

Guidance Issued by the Home Office under Section 182 of the Licensing Act 2003

Updated December 2022

Public nuisance

- 2.15 The 2003 Act enables licensing authorities and responsible authorities, through representations, to consider what constitutes public nuisance and what is appropriate to prevent it in terms of conditions attached to specific premises licences and club premises certificates. It is therefore important that in considering the promotion of this licensing objective, licensing authorities and responsible authorities focus on the effect of the licensable activities at the specific premises on persons living and working (including those carrying on business) in the area around the premises which may be disproportionate and unreasonable. The issues will mainly concern noise nuisance, light pollution, noxious smells and litter.
- 2.16 Public nuisance is given a statutory meaning in many pieces of legislation. It is however not narrowly defined in the 2003 Act and retains its broad common law meaning. It may include in appropriate circumstances the reduction of the living and working amenity and environment of other persons living and working in the area of the licensed premises. Public nuisance may also arise as a result of the adverse effects of artificial light, dust, odour and insects or where its effect is prejudicial to health.
- 2.17 Conditions relating to noise nuisance will usually concern steps appropriate to control the levels of noise emanating from premises. This might be achieved by a simple measure such as ensuring that doors and windows are kept closed after a particular time, or persons are not permitted in garden areas of the premises after a certain time. More sophisticated measures like the installation of acoustic curtains or rubber speaker mounts to mitigate sound escape from the premises may be appropriate. However, conditions in relation to live or recorded music may not be enforceable in circumstances where the entertainment activity itself is not licensable (see chapter 16). Any conditions appropriate to promote the prevention of public nuisance should be tailored to the type, nature and characteristics of the specific premises and its licensable activities. Licensing authorities should avoid inappropriate or disproportionate measures that could deter events that are valuable to the community, such as live music. Noise limiters, for example, are expensive to purchase and install and are likely to be a considerable burden for smaller venues.
- 2.18 As with all conditions, those relating to noise nuisance may not be appropriate in certain circumstances where provisions in other legislation adequately protect those living in the area of the premises. But as stated earlier in this Guidance, the approach of licensing authorities and responsible authorities should be one of prevention and when their powers are engaged, licensing authorities should be aware of the fact that other legislation may not adequately cover concerns raised in relevant representations and additional conditions may be appropriate.

- 2.19 Where applications have given rise to representations, any appropriate conditions should normally focus on the most sensitive period for people being disturbed by unreasonably loud music is at night and into the early morning when residents in adjacent properties may be attempting to go to sleep or are sleeping. This is why there is still a need for a licence for performances of live music between 11 pm and 8 am. In certain circumstances, conditions relating to noise emanating from the premises may also be appropriate to address any disturbance anticipated as customers enter and leave.
- 2.20 Measures to control light pollution will also require careful thought. Bright lighting outside premises which is considered appropriate to prevent crime and disorder may itself give rise to light pollution for some neighbours. Applicants, licensing authorities and responsible authorities will need to balance these issues.
- 2.21 Beyond the immediate area surrounding the premises, these are matters for the personal responsibility of individuals under the law. An individual who engages in anti-social behaviour is accountable in their own right. However, it would be perfectly reasonable for a licensing authority to impose a condition, following relevant representations, that requires the licence holder or club to place signs at the exits from the building encouraging patrons to be quiet until they leave the area, or that, if they wish to smoke, to do so at designated places on the premises instead of outside, and to respect the rights of people living nearby to a peaceful night.

Appendix 14

Licensing Policy Section 9

Crime and Disorder

- 7.1 Licensed premises, especially those offering late night / early morning entertainment, alcohol and refreshment for large numbers of people, can be a source of crime and disorder problems and to store prescribed information.
- 7.2 When addressing crime and disorder the applicant should initially identify any particular issues (having regard to their particular type of premises and / or activities) which are likely to adversely affect the promotion of the crime and disorder licensing objective. The applicant should also list such steps that are required to deal with these identified issues. Both risks and mitigating steps should be included within the applications operating schedule. Where the Metropolitan Police, acting as a responsible authority, makes recommendations in respect of an application relating to the licensing objectives the Licensing Authority would expect the applicant to incorporate these into their operating schedule.
- 7.3 Applicants are recommended to seek advice from Council Officers and the Police as well as taking into account, as appropriate, local planning and transport policies, with tourism, cultural and crime prevention strategies, when preparing their plans and Schedules.
- 7.4 In addition to the requirements for the Licensing Authority to promote the licensing objectives, it also has duties under Section 17 of the Crime and Disorder Act 1998 to do all it reasonably can to prevent crime and disorder in the Borough and to share prescribed information.
- 7.5 The Licensing Authority, if its discretion is engaged, will consider attaching Conditions to licences and permissions to deter and prevent crime and disorder both inside and immediately outside the premises and these may include Conditions drawn from the Model Conditions in Appendix 3.
- 7.6 **CCTV** - The Licensing Authority, if its discretion is engaged, will attach conditions to licences, as appropriate where the conditions reflect local crime prevention strategies, for example the provision of closed circuit television cameras.
- 7.7 **Touting** – This is soliciting for custom. There has been a historic problem with Touting in the borough, mainly in relation to restaurants, and as such in 2006 the Council introduced a byelaw under Section 235 of the Local Government Act 1972 for the good rule and government of the London Borough of Tower Hamlets and for the prevention and suppression of nuisances.

As a result, in relation to premises where there is intelligence that touting is, or has been carried out, the Licensing Authority, where its discretion is engaged, will insert a conditions from our model conditions in appendix 3, to prohibit 'touting':-

7.8 **Responsible Drinking** - The Licensing Authority expects alcohol to be promoted in a responsible way in the Borough. This should incorporate relevant industry standards, such as the Portman Group Code of Practice. Where appropriate and proportionate, if its discretion is engaged, the Licensing Authority will apply conditions to ensure responsible drinking. The Licensing Authority also recognises the positive contribution to best practice that "Pubwatch" and other similar schemes can make in promoting the licensing objectives and is committed to working with them.

7.9 **Psychoactive Substances, e.g. Nitrous Oxide (NOx)** – Misuse of nitrous oxide is associated with increased antisocial behaviour including littering, noise nuisance and vandalism, all of which are detrimental to residents' quality of life and feelings of safety. Use of nitrous oxide is also a health concern and has other associated harms.

As a result, this Licensing Authority expects Licence Holders to refuse entry to any person seen use or selling NOx as a psychoactive Substance. Refusals should also be entered into Licence Holders refusals logs.

Where its discretion is engaged this Licensing Authority impose conditions to formally require refusal of persons seen selling or using NOx as a psychoactive Substance.

7.10 **Drinks spiking** – in reference to the Local Governments Association (LGA) Guidance note on drink spiking prevention, this Licensing Authority expects licence holders and applicants to have a zero-tolerance policy towards drinks spiking. This involves as a minimum ensuring all reports of spiking are acted upon and that all incidents of alleged spiking are recorded and reported to the police. Licence holders and applicants should also be aware of the Metropolitan Police's definition of drink spiking:

"Spiking is where someone adds drugs or alcohol to another person's drink without them knowing, it is illegal."

The LGA has set some recommendations for Licence holder, and we would expect our Licence holders to follow these where appropriate to their venues:

<https://www.local.gov.uk/publications/lga-guidance-note-drink-spiking-prevention#recommended-actions-for-licensed-premises->

Applicants for new and variations of exiting licences as well as those submitting TENs are expected to work with the Metropolitan Police in order to consider actions needed to prevent drinks spiking in their venues/events

Where its discretion is engaged this Licensing Authority will impose conditions on licences aimed at preventing drinks spiking, specifically any recommended by the metropolitan police.

7.11 **Welfare and Vulnerability** – This Licensing Authority believes that all Licensed venues should train their staff in Welfare and Vulnerability Engagement (WAVE). As of 2023 this Licensing Authority in partnership with the Metropolitan Police and the London Borough of Hackney is delivering monthly WAVE training sessions for Licensed venues within both Tower Hamlets and Hackney. As a result, we expect that all Licensed venues who sell alcohol for consumption on their premises should train their staff in WAVE and adopt Ask for Angela or similar initiatives aimed at assisting vulnerability within alcohol licensed venues.

7.12 **Sexual Harassment in the Night Time Economy** – sadly this is still an issues for women working in and visiting licensed venues in London. As a result, this Licensing Authority encourages Licensed venues to sign up to the Mayor of London’s Women’s Night Safety Charter:

<https://www.london.gov.uk/programmes-strategies/arts-and-culture/24-hour-london/womens-night-safety-charter>

As well as the Women’s Night Safety Charter we would encourage applicants and licence holders to discuss applications with the Council’s Violence Against Women and Girls Service, who can provide advice and training to venues on preventing misogyny within licensed premises.

Lastly, we expect Licence Holders to take a zero-tolerance approach to misogyny within their venues where this is towards customers or employees. We would expect licence holders to refuse to serve persons who commit acts of sexual harassment, even in the first instance, and report the matter to the Metropolitan Police.

7.13 **Party Boats** – An increasing number of complaints have been received in London Boroughs that boarder the River Thames in relation to “Party Boats”, which use the River. In respect of this we would encourage applicants for Party Boats to consider adopting the conditions listed in our Model Conditions in Appendix 3, where appropriate to promote the Licensing Objective of Prevention of Crime and Disorder. Furthermore, where its discretion is engaged, this Licensing Authority may add one or more of the boat conditions from our Model Conditions.

7.14 **Criminal Activity** - There is certain criminal activity that may arise in connection with licensed premises which the Licensing Authority will treat particularly seriously. These are the use of the licensed premises:

- for the sale and distribution of drugs controlled under the Misuse of Drugs Act 1971 and the laundering of the proceeds of drugs crime;
- for the sale and distribution of illegal firearms;
- for the evasion of copyright in respect of pirated or unlicensed films and music, which does considerable damage to the industries affected;
- for the illegal purchase and consumption of alcohol by minors which impacts on the health, educational attainment, employment prospects and propensity for crime of young people;

- for prostitution or the sale of unlawful pornography;
- by organised groups of paedophiles to groom children;
- as the base for the organisation of criminal activity, particularly by gangs;
- for the organisation of racist activity or the promotion of racist attacks;
- for employing a person who is disqualified from that work by reason of their immigration status in the UK;
- for unlawful gambling; and
- for the sale or storage of smuggled tobacco and alcohol.

The Secretary State's Guidance states that it is envisaged that licensing authorities, the police, the Home Office (Immigration Enforcement) and other law enforcement agencies, which are responsible authorities, will use the review procedures effectively to deter such activities and crime. Where reviews arise and this Licensing Authority determines that the crime prevention objective is being undermined through the premises being used to further crimes, it is expected that revocation of the licence, even in the first instance, should be seriously considered.

- 7.15 The Licensing Authority is mindful of the Secretary of State's Guidance "Reviews arising in connection with crime".
- 7.16 From 1 April 2017, businesses which sell alcohol (for example, retailers of alcohol and trade buyers) will need to ensure that the UK wholesalers that they buy alcohol from have been approved by HMRC under the Alcohol Wholesaler Registration Scheme (AWRS). They will need to check their wholesalers Unique Registration Number (URN) against the HMRC online database which will be available from April 2017. This is an ongoing obligation and if a business is found to have bought alcohol from an unapproved wholesaler, they may be liable to a penalty or could even face criminal prosecution and their alcohol stock may be seized. Any trader who buys alcohol from a wholesaler for onward sale to the general public (known as a 'trade buyer') does not need to register unless they sell alcohol to other businesses. Examples of trade buyers would be pubs, clubs, restaurants, cafes, retailers, and hotels. However, they will need to check that the wholesaler they purchase alcohol from is registered with HMRC. Further information may be found at: <https://www.gov.uk/guidance/the-alcohol-wholesaler-registration-scheme-awrs>.
- 7.17 **Smuggled Goods** – The Licensing Authority will exercise its discretion to add conditions to licence where appropriate and proportionate to reduce the risk of receiving smuggled goods and encourage traceability.
- 7.18 **Olympic Park (Football Ground)** – Premises where Police intelligence shows that football supporters congregate within the borough should consider adding the Olympic Park – Football Ground conditions in our Model Conditions in appendix 3.

Appendix 15

Guidance Issued by the Home Office under Section 182 of the Licensing Act 2003

Updated December 2022

Crime and disorder

- 2.1 Licensing authorities should look to the police as the main source of advice on crime and disorder. They should also seek to involve the local Community Safety Partnership (CSP).
- 2.2 In the exercise of their functions, licensing authorities should seek to co-operate with the Security Industry Authority ("SIA") as far as possible and consider adding relevant conditions to licences where appropriate. The SIA also plays an important role in preventing crime and disorder by ensuring that door supervisors are properly licensed and, in partnership with police and other agencies, that security companies are not being used as fronts for serious and organised criminal activity. This may include making specific enquiries or visiting premises through intelligence led operations in conjunction with the police, local authorities and other partner agencies. Similarly, the provision of requirements for door supervision may be appropriate to ensure that people who are drunk, drug dealers or people carrying firearms do not enter the premises and ensuring that the police are kept informed.
- 2.3 Conditions should be targeted on deterrence and preventing crime and disorder including the prevention of illegal working in licensed premises (see paragraph 10.10). For example, where there is good reason to suppose that disorder may take place, the presence of closed-circuit television (CCTV) cameras both inside and immediately outside the premises can actively deter disorder, nuisance, anti-social behaviour and crime generally. Some licence holders may wish to have cameras on their premises for the prevention of crime directed against the business itself, its staff, or its customers. But any condition may require a broader approach, and it may be appropriate to ensure that the precise location of cameras is set out on plans to ensure that certain areas are properly covered and there is no subsequent dispute over the terms of the condition.
- 2.4 The inclusion of radio links and ring-round phone systems should be considered an appropriate condition for public houses, bars and nightclubs operating in city and town centre leisure areas with a high density of licensed premises. These systems allow managers of licensed premises to communicate instantly with the police and facilitate a rapid response to any disorder which may be endangering the customers and staff on the premises.

- 2.5 Conditions relating to the management competency of designated premises supervisors should not normally be attached to premises licences. It will normally be the responsibility of the premises licence holder as an employer, and not the licensing authority, to ensure that the managers appointed at the premises are competent and appropriately trained. The designated premises supervisor is the key person who will usually be responsible for the day to day management of the premises by the premises licence holder, including the prevention of disorder. A condition of this kind may only be justified as appropriate in rare circumstances where it can be demonstrated that, in the circumstances associated with particular premises, poor management competency could give rise to issues of crime and disorder and public safety.
- 2.6 The prevention of crime includes the prevention of immigration crime including the prevention of illegal working in licensed premises. Licensing authorities should work with Home Office Immigration Enforcement, as well as the police, in respect of these matters. Licence conditions that are considered appropriate for the prevention of illegal working in licensed premises might include requiring a premises licence holder to undertake right to work checks on all staff employed at the licensed premises or requiring that evidence of a right to work check, either physical or digital (e.g. a copy of any document checked as part of a right to work check or a clear copy of the online right to work check) are retained at the licensed premises.

Appendix 16

Anti-Social Behaviour from Patrons Leaving the Premises

General Advice

Members need to bear in mind that once patrons have left a premises they are no longer under direct control. Members will need to be satisfied that there is a link between the way the premises is operating and the behaviour that is complained of. An example of this would be that irresponsible drinking is being encouraged. Before deciding that any particular licensing conditions are proportionate, Members will also need to be satisfied that other legislation is not a more effective route. For example, if the problem is drinking in the street it may be that the Council should designate the area as a place where alcohol cannot be consumed in public.

Members may also wish to consider whether the hours of opening relate to any problems of anti-social behaviour.

If Members believe that there is a substantial problem of anti-social behaviour and it cannot be proportionately addressed by licensing conditions they should refuse the application.

Licensing Policy

The policy recognises that other legislation or measures may be more appropriate but also states that licensing laws are “a key aspect of such control and will always be part of an overall approach to the management of the evening and night time economy” (**see Section 5.14 and 5.15 of the Licensing Policy**).

The Licensing Authority expects the applicant to have addressed all crime and disorder issues relating to the premises in their operating schedule and to have sought appropriate advice. (**See Sections 9.2 of the Licensing Policy**)

The Licensing Authority will consider attaching conditions to deter crime and disorder and may be draw from the Model Conditions in **Appendix 3 of the Licensing Policy**. In particular Members may wish to consider (this list is not exhaustive):

- Bottle Bans
- Plastic containers
- CCTV (outside the premises)
- Restrictions on open containers for “off sales”
- Proof of Age scheme
- Crime prevention notices
- Drinks promotions-aimed at stopping irresponsible promotions
- Signage

Cumulative Impact

There is a process by which the Licensing Authority can determine that an area is saturated following representations. However, the process for this involves wide consultation and cannot come from representations about a particular application. **(See Section 20 of the Licensing Policy).**

Police Powers

The Licensing Act 2003, Part 8 gives a senior police officer the power to close a premises for up to 24 hours where the officer believes there is, or is likely to be disorder on or in the vicinity and closure is necessary in the interests of public.

Guidance Issued under Section 182 of the Licensing Act 2003

The key role of the Police is acknowledged (2.1).

Conditions attached to licences cannot seek to manage the behaviour of customers once they are beyond the direct management of the licence holder, but can relate to the immediate vicinity of the premises as they seek entry or leave (1.16).

Conditions are best targeted on deterrence and preventing crime and disorder (2.3) CCTV inside & out, communication, police liaison, no glasses are all relevant

There is also guidance issued around public nuisance (2.15 – 2.21).

Licence conditions should not duplicate other legislation (1.16).

Necessary and appropriate conditions should normally focus on the most sensitive periods and may address disturbance as customers enter or leave the premises but it is essential that conditions are focused on measures within the direct control of the licence holder (2.18/2.21).

Licensing law is not the primary mechanism for the general control of nuisance and anti-social behaviour by individuals once they are away from the licensed premises and, therefore, beyond the direct control of the individual, club or business holding the licence, certificate or authorisation concerned (14.13).

Other Legislation

Crime and Disorder Act 1998

The Council has a duty under Section 17 of the Crime and Disorder Act 1998 to do all it reasonably can to prevent crime and disorder.

The Act also introduced a wide range of measures designed to address anti- social behaviour committed by adults and young people. These include:

- Anti-Social Behaviour Orders

- Child Curfew Schemes
- Truancy
- Parenting Orders
- Reparation Orders
- Tackling Racism

Appendix 17

Licensing Policy Relating to Hours of Trading

All applications have to be considered on their own merits.

The Council has however adopted a set of framework hours as follows:

- Monday to Thursday, from 06:00 hrs to 23:30 hrs
- Friday and Saturday, from 06:00 hrs to 00:00 hrs (midnight)
- Sunday, from 06:00 hrs to 22:30 hrs

(see 16.8 of the Licensing Policy)

In considering the applicability of frame work hours to any particular application regard should be had to the following

- Location
- Proposed hours of regulated activities, and the proposed hours the premises are open to the public
- The adequacy of the applicant's proposals to deal with issues of crime and disorder and public nuisance
- Previous history
- Access to public transport
- Proximity to other licensed premises, and their hours

(See 16.9 of the Licensing Policy)

Subject to any representations to the contrary in individual cases the following premises are not generally considered to contribute to late night anti-social behaviour and will therefore generally have greater freedom

- Theatres
- Cinemas
- Premises with club premises certificates

Appendix 18

Planning

An application for a Premises Licence can be made in respect of a premises even where the premises does not have relevant Planning Permission. That application has to be considered and Members can only refuse the application where the application itself does not promote one of more of the Licensing Objectives. Members cannot refuse just because there is no planning permission. Where a Premises Licence is granted and which exceeds what is allowed by the Planning Permission and that Premises then operates in breach of planning then the operator would be liable to enforcement by Planning.