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| REPORT OF GROUP DIRECTOR, NEIGHBOURHOODS AND HOUSING | | |
| LICENSING SUB-COMMITTEE: 26/04/2016 | Classification DECISION | Enclosure |
| Application for a Premises Licence London Wild Trust Cafe, 1 Newnton Close, N4 2RH | Ward(s) affected Woodberry Down | |

1. SUMMARY

| | |
|--|---|
| Applicant(s) The London Wildlife Trust | In SPA Not Applicable |
| Date of Application 07/03/2016 | Period of Application Permanent |
| Proposed licensable activity Supply of Alcohol (On and Off Premises) | |
| Proposed hours of licensable activities | |
| Supply of Alcohol | Standard Hours: |
| INDOOR: | Mon 10:00-23:00 Tue 10:00-23:00 Wed 10:00-23:00 Thu 10:00-23:00 Fri 10:00-23:00 Sat 10:00-23:00 Sun 12:00-23:00 |
| The opening hours of the premises | |
| INDOOR | Standard Hours: Mon 08:00-23:30 Tue 08:00-23:30 Wed 08:00-23:30 Thu 08:00-23:30 Fri 08:00-23:30 Sat 08:00-23:30 Sun 10:00-23:30 |
| Capacity: Not known | |
| Policies Applicable | LP3 (Operating Schedule), LP4 (Crime and Disorder), LP5 (Public Nuisance), LP6 (Protection of Children from Harm), LP8 (Public Safety) |

| | |
|---------------------------------|---|
| List of Appendices | A – Application for a premises licence and supporting documents B – Representations from responsible authorities C – Location map |
| Relevant Representations | <ul style="list-style-type: none"> • Environmental Health Authority (Pollution and Environmental Enforcement) • Police • Licensing Authority |

2. APPLICATION

2.1 **The London Wildlife Trust** has made an application for a premises licence under the Licensing Act 2003:

- To supply alcohol for consumption on and off the premises

2.2 The application is attached as Appendix A. The applicant has proposed measures that could be converted to conditions (see paragraph 8.1 below).

3. CURRENT STATUS / HISTORY

3.1 The premises are not currently licensed for any activity

4. REPRESENTATIONS: RESPONSIBLE AUTHORITIES

| From | Details |
|--|---|
| Environmental Health Authority (Pollution) | Have confirmed no representation on this application |
| Environmental Health Authority (Environmental Enforcement) (Appendix B1) | Representation received on the grounds of the prevention of public nuisance |
| Environmental Health Authority (Health & Safety) | Have confirmed no representation on this application |
| Weights and Measures (Trading Standards) | Have confirmed no representation on this application |
| Planning Authority (Appendix B2) | Change of use would be required if proposed additional activities were to extend beyond those which could be considered ancillary to main café/restaurant use |
| Area Child Protection Officer | Have confirmed no representation on this application |
| Fire Authority | No representation received |
| Police (Appendix B3) | Representation received on the grounds of The Prevention of Crime and Disorder, Public Safety, Prevention of Public Nuisance |
| Licensing Authority (Appendix B4) | Representation received on the grounds of The Prevention of Public Nuisance. |
| Health Authority | Have withdrawn representation following acceptance of proposed condition. (see para. 8.1 below) |

5. REPRESENTATIONS: OTHER PERSONS

| From | Details |
|--|---------|
| Representation received from and on behalf of local residents. | None |

6. GUIDANCE CONSIDERATIONS

- 6.1 The Licensing Authority is required to have regard to any guidance issued by the Secretary of State under the Licensing Act 2003.

7. POLICY CONSIDERATIONS

- 7.1 Licensing Sub-Committee is required to have regard to the London Borough of Hackney's Statement of Licensing Policy ("the Policy") adopted by the Licensing Authority.
- 7.2 The Policy applies to applications where relevant representations have been made. With regard to this application, policies, LP3 (Operating Schedule), LP4 (Crime and Disorder), LP5 (Public Nuisance), LP6 (Protection of Children from Harm), LP8 (Public Safety) are relevant

8. OFFICER OBSERVATIONS

- 8.1 If the Sub-Committee is minded to approve the application, the following conditions should be applied the licence:

Supply of Alcohol (On/Both)

1. No supply of alcohol may be made under the premises licence:
 - (a) At a time when there is no designated premises supervisor in respect of the premises licence.
 - (b) At a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.
2. Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.
3. (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 a disability).

4. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

5.5.1. 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 sales or supply of alcohol.

5.2 The designated premises supervisor in relation to the premises licences must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.

5.3. 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

6. 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:

- beer or cider: 1/2 pint;
- gin, rum, vodka or whisky: 25ml or 35ml; and
- still wine in a glass: 125ml; and

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.

Minimum Drinks Pricing

7. 7.1 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.

7.2 For the purposes of the condition set out in paragraph 7.1 above -

(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 rate 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.

7.3 Where the permitted price given by Paragraph 7.2(b) above 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.

7.4 (1) Sub-paragraph 7.4(2) below applies where the permitted price given by Paragraph 7.2(b) above 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.

Conditions derived from operating schedule

8. CCTV shall be installed, operated and maintained in agreement with the Police. Maintained means that the system will be regularly serviced (at least once a year) and checked every two weeks to ensure that it is storing images correctly and a log kept and signed by a Supervisor to this effect. The system will provide an identifiable full head and shoulder image of everyone entering the premises and will operate in any light conditions within the premises. The system will cover the full exterior of the premises and shall record in real time, date and time stamped and will operate whilst the premises is open for licensable activities. The recordings will be kept for a minimum of 31 days and copies will be made available to an Authorised Officer or a Police Officer (subject to the Data Protection Act 1998) within 24hrs of any request free of charge. There will always be a member of staff on duty who can operate the system, to allow Officers to view recordings and if required by a Police Officer, provide a copy of images immediately free of charge to assist in the immediate investigation of offences. If the system malfunctions and will not be operating for longer than one day of business then Police must be informed.

9. Other than when the premises is being used for a pre-booked event or function, then food and suitable beverages other than intoxicating liquor shall be available during the whole of the permitted hours in all parts of the premises where intoxicating liquor is sold or supplied.

10. The sale of alcohol shall be ancillary to the business operating as a café.

11. An incident book shall be used to record all instances of public disorder; these records will be made available to authorised officers on request.

12. Safety checks shall be carried out before the admission of the public. Details of safety checks shall be kept in a Log-book on the premises. The Log-book shall be made available for inspection by authorised officers.

13. All exit routes shall be kept unobstructed, with non-slippery and even surfaces, free of trip hazards and clearly identified. All exits doors shall be maintained easily operable without the use of a key, card, code or similar means.

14. Exit doors shall be regularly checked to ensure that they function satisfactorily and a record of the check shall be kept.

15. Adequate and appropriate supply of first aid equipment and materials must be available on the premises at all times.

16. Prominent, clear and legible notices must be displayed at all exits requesting the public to respect the needs of local residents and to leave the premises and the area quietly.

17. Refuse such as bottles must be placed into receptacles outside the premises at times that will minimise the disturbance to nearby properties.

18. The licensee shall ensure that staff are trained about age restricted products and ensure that they sign to confirm that they have understood the training. The licensee shall keep records of training and instruction given to staff.

19. The licensee should regularly monitor staff to check how they are dealing with young people who ask for alcohol and other age restricted products.

20. The licensee shall put arrangements in place to ensure that before serving alcohol to young persons, staff ask to see accredited proof of age cards e.g. Citizencard, a Passport, or UK Driving Licence bearing the photograph and date of birth of the bearer.

21. The licensee and staff should note any refusals to sell to young people in a refusals log. The refusals log shall be checked and signed monthly by the designated premises supervisor. The refusals log shall be made available for inspection by the licensing team, police or trading standards

Conditions derived from Responsible Authority representations

22. The premises shall maintain a comprehensive CCTV system as per the minimum requirements of a Metropolitan Police Crime Prevention Officer. All public areas, entry and exit points will be covered enabling frontal identification of every person entering in any light condition. The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises. All recordings shall be stored for a minimum period of 31 days with date and time

stamping. Recordings shall be made available immediately upon the request of Police or authorised officer.

23. A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises are open to the public. This staff member shall be able to show Police or an authorised officer of Hackney Borough Council recent data or footage with the absolute minimum of delay when requested.

24. An incident log shall be kept at the premises, and made available immediately to an authorised officer of the Hackney Borough Council or the Police, which will record the following:

- a. all crimes reported to the venue
- b. any complaints received
- c. any incidents of disorder
- d. any faults in the CCTV system
- e. any refusal of the sale of alcohol
- f. any visit by a relevant authority or emergency service.

25. There shall be "CCTV in Operation" signs prominently displayed.

26. All instances of crime or disorder to be reported by the designated premises supervisor or responsible member of staff to an agreed police contact point, as agreed with the Police.

27. Where the sale or supply of alcohol is taking place employees of the premises must request sight of evidence of the age of any person appearing to be under 25 years of age (Challenge 25). Such evidence may include a driving licence or passport.

28. Intoxicating liquor shall not be sold, supplied or consumed otherwise than to persons who are taking a meal from the menu and that the consumption of intoxicating liquor by such persons in ancillary to taking such meals. The supply of alcohol will be by waiter/waitress service only.

29. The premises will display and maintain appropriate signage advising customers of the contact details of the Designated Premises Supervisor.

30. All staff will be given refresher training every twelve months on the legislation relating to the sales of alcohol to underage persons and drunken persons. Written records of this training shall be kept on the premises and produced to police or other authorised officer upon request.

31. Any sales of alcohol shall be charged at no less than 50p per unit alcohol. The licence holder will prepare a price list calculating the unit for each available product, which shall be made available to the Police or Licensing Enforcement on request

9. REASONS FOR OFFICER OBSERVATIONS

- 9.1 Conditions 8 to 21 above are derived from the applicant's operating schedule. Conditions 22 to 30 have been proposed by the police and 31 by Public Health. Proposed condition 31 has been accepted by the applicant.

10. LEGAL COMMENTS

- 10.1 The Council has a duty as a Licensing Authority under the Licensing Act 2003 to carry out its functions with a view to promoting the following 4 licensing objectives;
- The Prevention of Crime and Disorder
 - Public Safety
 - Prevention of Public Nuisance
 - The Protection of Children from Harm
- 10.2 It should be noted that each of the licensing objectives have equal importance and are the only grounds upon which a relevant representation can be made and for which an application can be refused or terms and conditions attached to a licence.

11. HUMAN RIGHTS ACT 1998 IMPLICATIONS

- 11.1 There are implications to;
- **Article 6** – Right to a fair hearing
 - **Article 14** – Not to discriminate
 - Balancing: **Article 1**- Peaceful enjoyment of their possession (i.e. a licence is defined as being a possession) with **Article 8** – Right of Privacy (i.e. respect private & family life) to achieve a proportionate decision having regard to the protection of an individuals rights against the interests of the community at large.

12. MEMBERS DECISION MAKING

- A. **Option 1**
That the application be refused
- B. **Option 2**
That the application be approved, together with any conditions or restrictions which Members consider necessary for the promotion of the Licensing objectives.

13. CONCLUSION

- 13.1 That Members decide on the application under the Licensing Act 2003.

| | |
|---|---|
| Group Director, Neighbourhoods and Housing | Kim Wright |
| Lead Officer (holder of original copy): | Mike Smith Principal Licensing Officer Licensing Service 2 Hillman Street E8 1FB Telephone: 020 8356 4973 |

LIST OF BACKGROUND PAPERS RELATING TO THIS REPORT

The following document(s) has been relied upon in the preparation of the report.

| Description of document | Location |
|--|--|
| Office File: London Wild Trust Cafe, 1 Newnton Close, Hackney, London, N4 2RH | Licensing Service 2 Hillman Street London E8 1FB |

Printed matter

Licensing Act 2003

LBH Statement of Licensing Policy

APPENDIX A

↳ Hackney

LA01

Application for a premises licence to be granted under the Licensing Act 2003

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

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

You may wish to keep a copy of the completed form for your records.

I/We The London Wildlife Trust
(Insert name(s) of applicant)

apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 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

Part 1 – Premises Details

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

London Wild Trust Cafe
1 NEWNTON CLOSE
HACKNEY
LONDON

| | | | |
|-----------|--------|-----------|--------|
| Post town | LONDON | Post code | N4 2RH |
|-----------|--------|-----------|--------|

| | |
|---------------------------------------|--|
| Telephone number at premises (if any) | |
|---------------------------------------|--|

| | |
|---|----------------|
| Non-domestic rateable value of premises | £Not yet rated |
|---|----------------|

Part 2 - Applicant Details

Please state whether you are applying for a premises licence as
Please tick yes

| | | | |
|----|-------------------------------------|--------------------------|-----------------------------|
| a) | an individual or individuals * | <input type="checkbox"/> | please complete section (A) |
| b) | a person other than an individual * | <input type="checkbox"/> | |

| | | | | |
|----|-----|---|-------------------------------------|-----------------------------|
| | i. | as a limited company | .. | please complete section (B) |
| | ii. | as a partnership | .. | please complete section (B) |
| | iii | as an unincorporated association or | .. | please complete section (B) |
| | iv | other (for example a statutory corporation) | .. | please complete section (B) |
| c) | | a recognised club | .. | please complete section (B) |
| d) | | a charity | <input checked="" type="checkbox"/> | please complete section (B) |
| e) | | the proprietor of an educational establishment | .. | please complete section (B) |
| f) | | a health service body | .. | please complete section (B) |
| g) | | a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales | .. | please complete section (B) |
| ga | | a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England | .. | please complete section (B) |
| h) | | the chief officer of police of a police force in England and Wales | .. | please complete section (B) |

* If you are applying as a person described in (a) or (b) please confirm:

Please tick yes

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

(A) INDIVIDUAL APPLICANTS (fill in as applicable)

| | | | |
|--|--|--------------------|--|
| Title Mr | | | |
| Surname | | First names | |
| I am 18 years old or over .. Please tick yes | | | |
| Current postal address if different from premises address | | UK-England | |
| Post Town | | Postcode | |
| Daytime contact telephone number | | | |
| E-mail address (optional) | | | |

SECOND INDIVIDUAL APPLICANT (if applicable)

| | | | |
|--|--|--------------------|--|
| Title Mr | | | |
| Surname | | First names | |
| I am 18 years old or over .. Please tick yes | | | |
| Current postal address if different from premises address | | UK-England | |
| Post Town | | Postcode | |
| Daytime contact telephone number | | | |

| | |
|-------------------------------------|--|
| E-mail address (optional) | |
|-------------------------------------|--|

(B) OTHER APPLICANTS

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

| |
|--|
| Name The London Wildlife Trust |
| Address 52 HORSEFERRY ROAD LONDON SW1P 2AF UK-England |
| Registered number (where applicable) 283895 |
| Description of applicant (for example, partnership, company, unincorporated association) |
| Telephone number (if any) [REDACTED] |
| E-mail address (optional) [REDACTED] |

Part 3 Operating Schedule

| | |
|---|------------|
| When do you want the premises licence to start? | 04-04-2016 |
|---|------------|

If you wish the licence to be valid only for a limited period, when do you want it to end?

| |
|---|
| <p>Please give a general description of the premises (please read guidance note 1) The premise is a new café owned by the London Wild Life Trust.</p> <p>The Premises currently holds an A3 usage and is to be used as a café and as a restaurant. The premises will on occasion be used for private functions, such as book launches, occasion cinema nights and pre- booked weddings.</p> <p>The premise is set over two floors, the ground floor and the roof terrace.</p> |
|---|

| | |
|--|---|
| If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend. | 0 |
|--|---|

What licensable activities do you intend to carry on from the premises?

(Please see sections 1 and 14 of the Licensing Act 2003 and Schedules 1 and 2 to the Licensing Act 2003)

| | Provision of regulated entertainment | Please tick any that apply |
|----|--|----------------------------|
| a) | plays (if ticking yes, fill in box A) | <input type="checkbox"/> |
| b) | films (if ticking yes, fill in box B) <input type="checkbox"/> <input type="checkbox"/> | .. |
| c) | indoor sporting events (optional, fill in box C) | .. |
| d) | boxing or wrestling entertainment (if ticking yes, fill in box D) | .. |
| e) | live music (optional, fill in box E) <input type="checkbox"/> | .. |
| f) | recorded music (if ticking yes, fill in box F) | .. |
| g) | performances of dance (optional, fill in box G) | .. |
| h) | anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H) | .. |

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|---|-------|--------|--|------------------|-------------------------------------|---|--|--|
| Supply of alcohol Standard days and timings (please read guidance note 6) | | | Will the supply of alcohol be for consumption (Please tick box) (please read guidance note 7) | On the premises | | | | |
| | | | | Off the premises | | | | |
| | | | | Both | <input checked="" type="checkbox"/> | | | |
| Day | Start | Finish | State any seasonal variations for the supply of alcohol (please read guidance note 4) | | | | | |
| Mon | 10:00 | 23:00 | | | | | | |
| | | | | | | | | |
| Tue | 10:00 | 23:00 | | | | | | |
| | | | | | | | | |
| Wed | 10:00 | 23:00 | | | | | | |
| | | | | | | | | |
| Thur | 10:00 | 23:00 | | | | Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 5) | | |
| | | | | | | | | |
| Fri | 10:00 | 23:00 | | | | | | |
| | | | | | | | | |
| Sat | 10:00 | 23:00 | | | | | | |
| | | | | | | | | |
| Sun | 12:00 | 23:00 | | | | | | |
| | | | | | | | | |

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

| | |
|--|------------|
| Name : Mr niallforde | |
| Address [Redacted] | |
| UK-England | |
| Postcode | [Redacted] |
| Personal licence number (if known) P [Redacted] 2 | |
| Issuing licensing authority (if known) [Redacted] | |

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 8).

None

L

| | | | |
|---|-------|--------|--|
| Hours premises are open to the public Standard timings (please read guidance note 6) | | | <u>State any seasonal variations</u> (please read guidance note 4) |
| Day | Start | Finish | |
| Mon | 08:00 | 23:30 | |
| | | | |
| Tue | 08:00 | 23:30 | |
| | | | |
| Wed | 08:00 | 23:30 | <u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u> (please read guidance note 5) |
| | | | |
| Thur | 08:00 | 23:30 | |
| | | | |

| | | | |
|-----|-------|-------|--|
| Fri | 08:00 | 23:30 | |
| | | | |
| Sat | 08:00 | 23:30 | |
| | | | |
| Sun | 10:00 | 23:30 | |
| | | | |

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

a) General – all four licensing objectives (b,c,d,e) (please read guidance note 9)

See suggested conditions below.

b) The prevention of crime and disorder

CCTV shall be installed, operated and maintained in agreement with the Police. Maintained means that the system will be regularly serviced (at least once a year) and checked every two weeks to ensure that it is storing images correctly and a log kept and signed by a Supervisor to this effect. The system will provide an identifiable full head and shoulder image of everyone entering the premises and will operate in any light conditions within the premises. The system will cover the full exterior of the premises and shall record in real time, date and time stamped and will operate whilst the premises is open for licensable activities. The recordings will be kept for a minimum of 31 days and copies will be made available to an Authorised Officer or a Police Officer (subject to the Data Protection Act 1998) within 24hrs of any request free of charge. There will always be a member of staff on duty who can operate the system, to allow Officers to view recordings and if required by a Police Officer, provide a copy of images immediately free of charge to assist in the immediate investigation of offences. If the system malfunctions and will not be operating for longer than one day of business then Police must be informed.

Other than when the premises is being used for a pre –booked event or function, then food and suitable beverages other than intoxicating liquor shall be available during the whole of the permitted hours in all parts of the premises where intoxicating liquor is sold or supplied.

The sale of alcohol shall be ancillary to the business operating as a café.

An incident book shall be used to record all instances of public disorder; these records will be made available to authorised officers on request.

c) Public safety

Safety checks shall be carried out before the admission of the public. Details of safety checks shall be kept in a Log-book on the premises. The Log-book shall be made available for inspection by authorised officers.

All exit routes shall be kept unobstructed, with non-slippery and even surfaces, free of trip hazards and clearly identified. All exits doors shall be maintained easily operable without the use of a key, card, code or similar means.

Exit doors shall be regularly checked to ensure that they function satisfactorily and a record of the check shall be kept.

Adequate and appropriate supply of first aid equipment and materials must be available on the premises at all times.

d) The prevention of public nuisance

Prominent, clear and legible notices must be displayed at all exits requesting the public to respect the needs of local residents and to leave the premises and the area quietly.

Refuse such as bottles must be placed into receptacles outside the premises at times that will minimise the disturbance to nearby properties.

e) The protection of children from harm

The licensee shall adopt the Challenge 25 and the BII National Standards Proof of Age Scheme

The licensee shall ensure that staff are trained about age restricted products and ensure that they sign to confirm that they have understood the training. The licensee shall keep records of training and instruction given to staff.

The licensee should regularly monitor staff to check how they are dealing with young people who ask for alcohol and other age restricted products.

The licensee shall put arrangements in place to ensure that before serving alcohol to young persons, staff ask to see accredited proof of age cards e.g. Citizencard, a Passport, or UK Driving Licence bearing the photograph and date of birth of the bearer.

The licensee and staff should note any refusals to sell to young people in a refusals log. The refusals log shall be checked and signed monthly by the designated premises supervisor. The refusals log shall be made available for inspection by the licensing team, police or trading standards

Checklist:

Please tick to indicate agreement

- I have enclosed the plan of the premises.
- I have sent copies of this application and the plan to responsible authorities and others where applicable.
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.
- I understand that I must now advertise my application.
- I understand that if I do not comply with the above requirements my application will be rejected.

IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING 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.

Part 4 – Signatures (please read guidance note 10)

Signature of applicant or applicant’s solicitor or other duly authorised agent (see guidance note 11). **If signing on behalf of the applicant, please state in what capacity.**

| | |
|------------------|-------------|
| Signature | niall forde |
| Date | 7/3/2016 |
| Capacity | agent |

For joint applications, signature of 2nd applicant or 2nd applicant’s solicitor or other authorised agent (please read guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

| | |
|------------------|----------|
| Signature | |
| Date | 7/3/2016 |
| Capacity | |

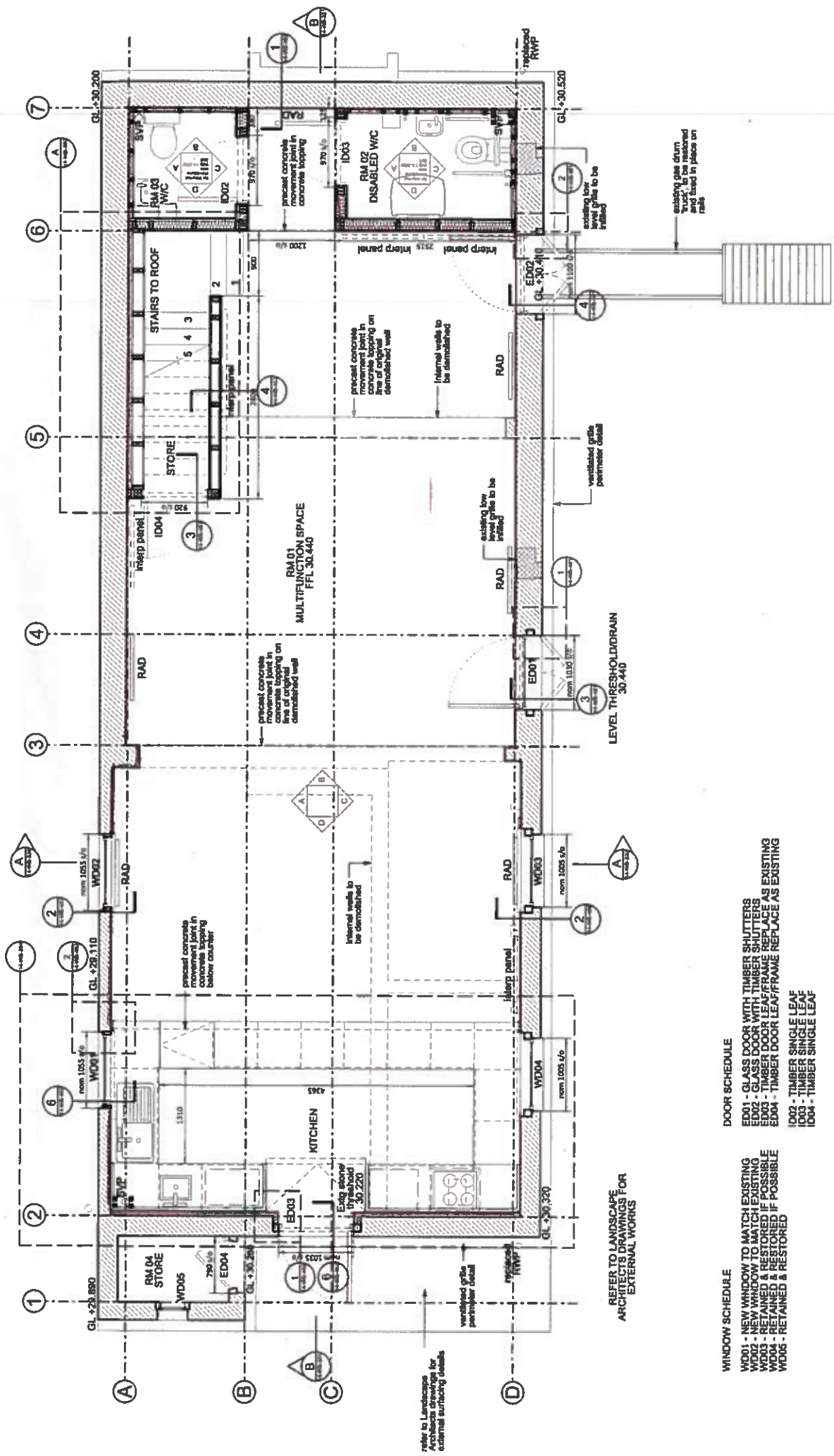
Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 13)

Mr Niall Forde



UK-England

| | | | |
|---------------------------|--------|----------|--|
| Post town | LONDON | Postcode | |
| Telephone number (if any) | | | |



REFER TO LANDSCAPE ARCHITECTS DRAWINGS FOR EXTERNAL WORKS

WINDOW SCHEDULE

- WD01 - NEW WINDOW TO MATCH EXISTING
- WD02 - NEW WINDOW TO MATCH EXISTING
- WD03 - RETAINED & RESTORED IF POSSIBLE
- WD04 - RETAINED & RESTORED
- WD05 - RETAINED & RESTORED

DOOR SCHEDULE

- ED01 - GLASS DOOR WITH TIMBER SHUTTERS
- ED02 - GLASS DOOR WITH TIMBER SHUTTERS
- ED03 - TIMBER DOOR LEAF/FRAME REPLACE AS EXISTING
- ED04 - TIMBER DOOR LEAF/FRAME REPLACE AS EXISTING
- IO02 - TIMBER SINGLE LEAF
- IO03 - TIMBER SINGLE LEAF
- IO04 - TIMBER SINGLE LEAF

revision history
C1 issued for construction

general notes:
 - the drawing is copyright
 - report all errors and omissions to architect
 - need in consultation with all other relevant documents

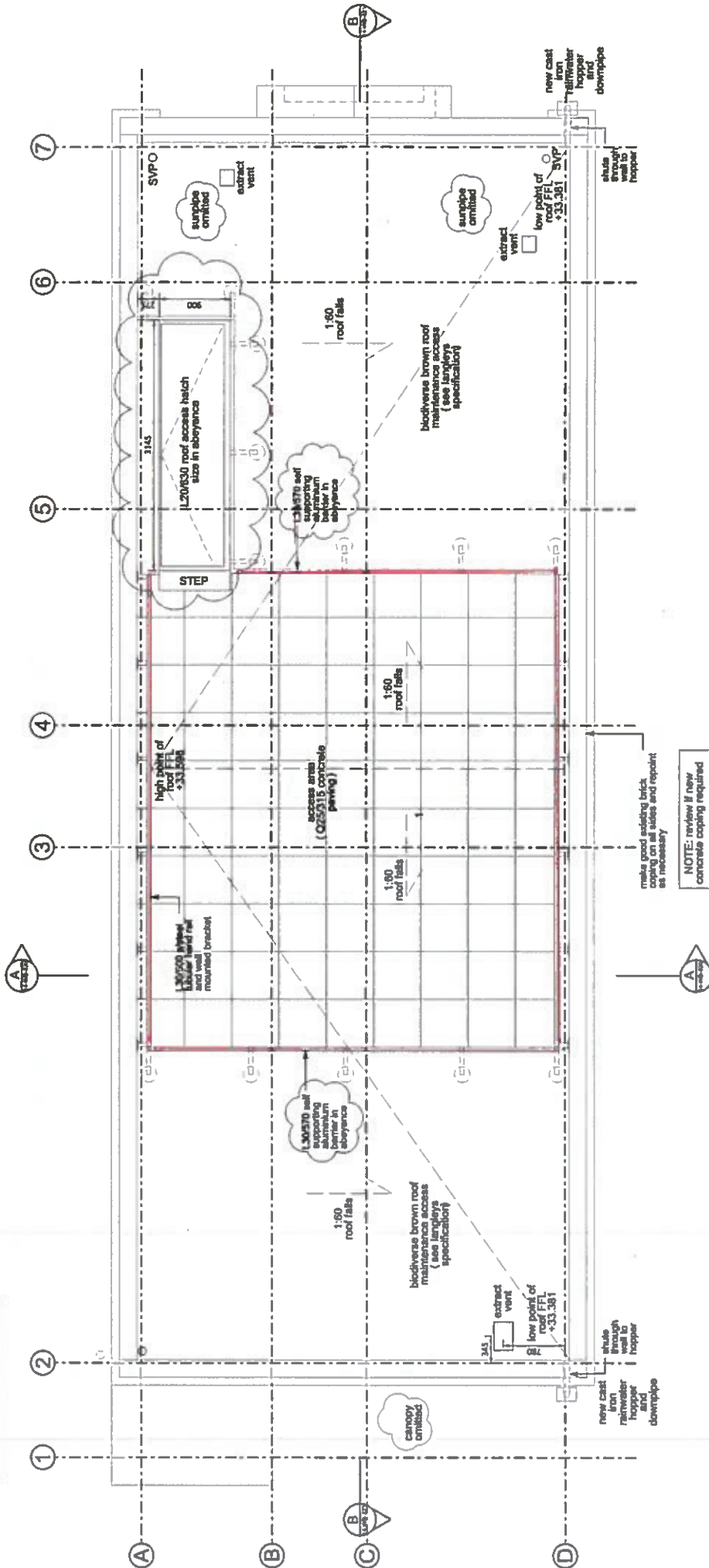


kane olette architects
 t 07821 462248 e canolette@kaneollette.co.uk

Project: Woodberry Walkover, Use House
 Plan: Proposed Ground Floor Plan
 scale: 1:50 @A3
 drawing no: WB-14-300
 rev: 01

DEMOLITION

NOTE: existing roof to be removed complete and leave ready to receive new structure/finish.
Existing roof covering asbestos. Please see asbestos survey before undertaking demolition work.



NOTE: review if new concrete coping required

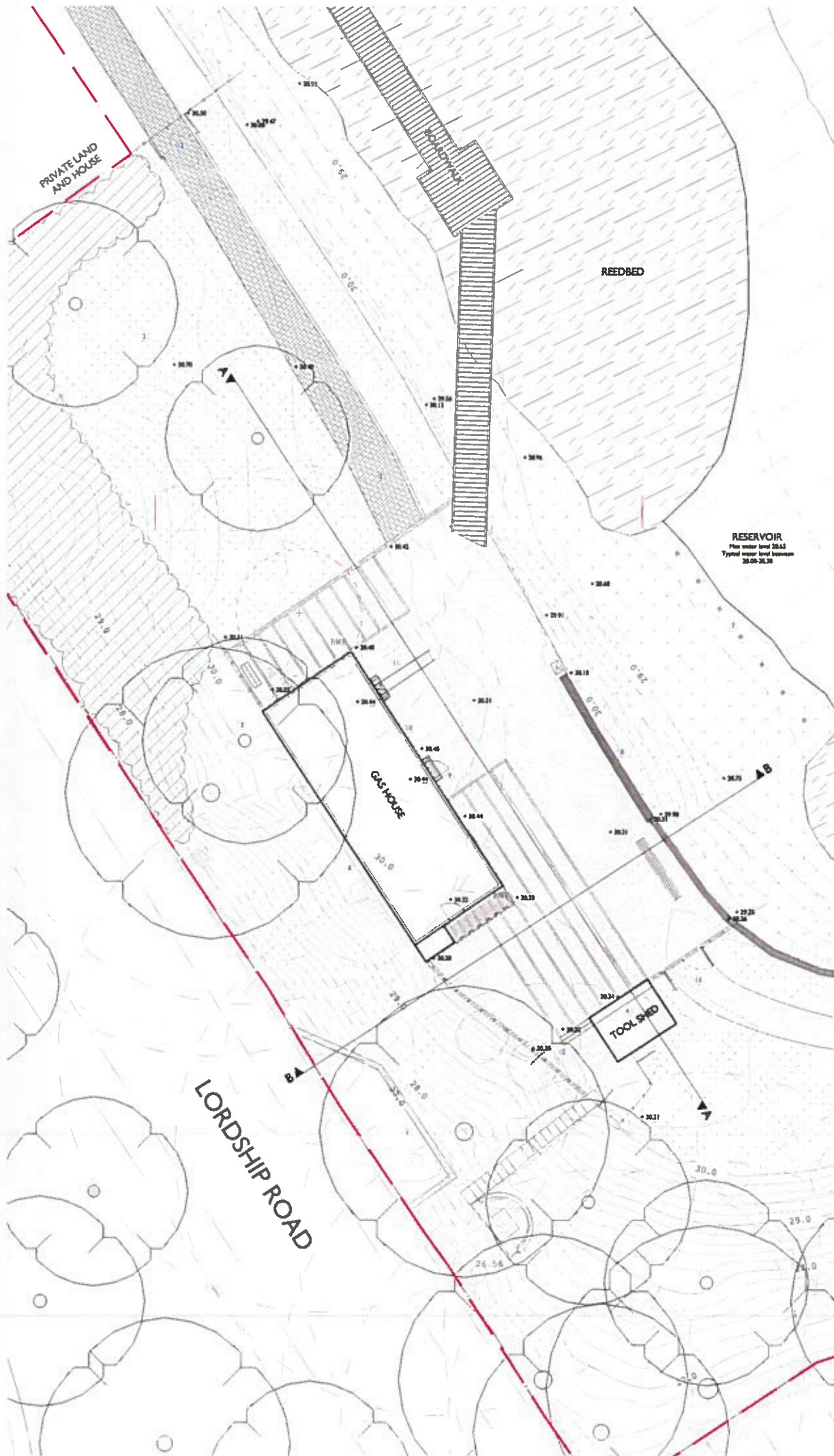
revision history
C1 issued for construction

- general notes:**
- this drawing is copyright
 - report all errors and omissions to architect
 - read in association with all other relevant documents



kamer olette architects
t: 07821 462248 . e: contact@kamerollette.co.uk

project: Woodbury Webster: Gas House
 title: Proposed Roof Plan
 scale: 1:50 @A3
 drawing no: WP-14-301
 rev: C1



- LEGEND**
- SOFT LANDSCAPE**
- Existing trees retained
 - Existing trees requiring heavy soil bank
 - Trees retained
 - Existing trees and shrub buffer
 - Existing vegetation removed
 - Dry residual
 - Moist grass
 - Rough grass
- HARD LANDSCAPE**
- Colts soil leading parties gravel with timber edging (where not edging is shown)
 - Soft paving over gravel surfacing
 - Existing surface retained
 - Existing wall retained
- FURNITURE**
- Benches - matched to gabion wall
 - Benches - gabion plinth
 - Gabion wall with stone walls
 - Gabion wall, structural reinforcement of head shed
 - Timber shed attached to wall
 - Timber seat, attached to existing wall
 - Timber top gabion bench
 - Existing masonry and concrete work reinforced
 - Pots and pots - temporary barrier
- BOUNDARY TREATMENT**
- 1.5m high, existing boundary fence
 - 1.5m high, timber and steel fence
 - 1.5m high, 1.2 m wide timber and steel edge gate
 - 1.5m high, 2.5m wide signpost double gate
- MISCELLANEOUS**
- Indicative water level
 - Section line
 - Existing proposed levels

- CONSTRUCTION**
1. Trees Water (TW) reservoir markings.
 2. Areas to be cleared and cut back prior to construction works by LWT.
 3. Trees to receive maintenance works to remove overhanging and damaged branches.
 4. Trench to be constructed, where possible, by volunteers. Capital works to cover cost of materials.
 5. Existing ground surfacing retained.
 6. Existing soil edging strip to run at the rear of the Gas House.
 7. Posts for gate and red temporary barrier to be installed as part of capital works. To be confirmed and agreed by TW.
 8. Timber panels to form bench on top of wall. To match other proposed benches.
 9. Grasses grazing to remove debris from the base of visitors.
 10. Threshold drainage.
 11. Existing masonry walls retained and reinforced in-situ, carefully removing surrounding concrete.
 12. Ropes to be installed between gabion and adjacent fence post.
 13. Gates to be responsible for intrusions requiring larger vehicles.

NOTES

For Gas House details, refer to Lower Class Architectural drawings.

NOTES

This drawing is Copyright and shall not be published nor used for any other purpose without the written permission of the Landscape Architects.

Do not issue from this drawing.

The Contractor is responsible for checking all dimensions on site and report any discrepancies, errors or omissions to the Landscape Architects immediately.

The Contractor shall ensure that all goods, materials and workmanship conforms with current British Aggregates Certification, British Standards and Building Regulations, and ensure that all works are executed in full compliance with all current Codes of Practice and Regulations in respect of Health & Safety.

| Rev | Date | Description | By |
|-----|------|-------------|----|
| | | | |
| | | | |

Drawn by: _____

FOR APPROVAL

Project: WOODSBURY WETLANDS, 244 254

Building No: General Arrangements - Visitor Hub

Site: LONDON WILDLIFE TRUST

Scale: 1:100 @ A1

Date: 28.10.2014

14 Nov 14.224

28.10.2014

APPENDIX B1

RESPONSIBLE AUTHORITY REPRESENTATION: APPLICATION UNDER THE LICENSING ACT 2003

RESPONSIBLE AUTHORITY DETAILS

ref:076823

| | |
|----------------------|--|
| NAME OF AUTHORITY | Environmental Health (Environmental Enforcement) |
| ADDRESS OF AUTHORITY | Keltan House, 89-115 Mare Street, London E8 4RU |
| CONTACT NAME | Patrizia Valpondi |
| TELEPHONE NUMBER | 0208 356 5263 |
| E-MAIL ADDRESS | patrizia.valpondi@hackney.gov.uk |

APPLICATION PREMISES

| | |
|----------------------------|--|
| NAME & ADDRESS OF PREMISES | London Wild Trust Café 1 Newnton Close Hackney London N4 2RH |
| NAME OF PREMISES USER | Mr Niall Forde |

COMMENTS

I make the following relevant representations in relation to the above application in respect of licensable activities.

- | | | |
|----|--------------------------------------|---|
| 1) | the prevention of crime and disorder | |
| 2) | public safety | X |
| 3) | the prevention of public nuisance | X |
| 4) | the protection of children from harm | |

Representations (which include comments and/or objections) in relation to:

ENVIRONMENTAL LICENCE CONDITIONS IN RESPECT OF

Mrs Niall Forde

London Wild Trust Café'

Businesses have a legal requirement to ensure that they have adequate arrangements in place for the storage and disposal of waste generated by the business. Also there should be measures put in place to prevent littering to the detriment of the area.

The above representations are supported by the following evidence and information.

Information and Evidence – we have received complaints in the past regarding littering and build-up of waste in the area, and there is no reference as to its waste storage and collection arrangements and consequential environmental impact. The Council holds no records in relation to the waste disposal arrangements at these premises
Experience has also shown that there is the probability that there will be cigarette litter outside these premises due to the smoking ban and that it is possible that glasses and bottles may be left outside by patrons.

Are there any actions or measures that could be taken to allay concerns or objections? If so, please explain.

Applicant should contact **Patrizia Valpondi** by phone or email, to discuss some conditions which could allay our concerns.

Signed patrizia.valpondi@hackney.gov.uk

Name Patrizia Valpondi

Phone 02083565263

APPENDIX B2

Planning Authority Representation: Application under the Licensing Act 2003

| | |
|--------------------------|---|
| Details of Authority | 2 Hillman Street, Hackney, London, E8 1FB |
| Officer contact name | Laraine Rolt |
| Officer telephone number | 020 8356 8076 |
| Officer's email address | laraine.rolt2@hackney.gov.uk |

APPLICATION PREMISES

| | |
|------------------------------|---|
| Name and address of premises | London Wild Trust Café 1 Newnton Close London, N4 2RH |
| Applicant name | The London Wildlife Trust |

COMMENTS

I make the following relevant representation in relation to the above application at the above address.

- Prevention of crime on disorder
- Public safety
- Prevention of public nuisance
- Protection of children from harm

Please supply any relevant evidence/information to support the above representation.

Planning ref. 2014/03040 granted permission for a "Change of use from coal house (Sui generis) to Cafe (Use Class A3), involving renovations and refurbishment to a Grade II listed building, a new bridge and a type 1 footpath". Therefore the use of the premises at 1 Newnton Close as a café/restaurant is authorised. The opening hours proposed in the premises licence application are from 08:00 hours to 23:30 hours Mon to Sat and from 10:00 hours to 23:30 hours on Sun. There are no planning conditions limiting the hours of use at the

premises.

The premises licence application states that the premises will, on occasions, be used for private functions such as book launches, occasional cinema nights and pre-booked weddings. It is not clear from the application the frequency of these additional activities. Provided that they remain ancillary to the main Class A3 (café/restaurant) use, then a change of use would not be required. However, should these activities take place on a more frequent basis where they can no longer be considered as ancillary to the main café/restaurant use, then planning permission may be required for a change of use from Class A3 to sui generis use.

Please provide the following information (if applicable)

| | |
|-----------------------------------|--|
| Area (that permission applies to) | Ground floor and roof terrace |
| Permitted use | Class A3 (café/restaurant) |
| Permitted hours | N/A |
| Specific/restrictive conditions | N/A |
| Recent applications | 2014/0340 - Change of use from coal house (Sui generis) to Cafe (Use Class A3), involving renovations and refurbishment to a Grade II listed building, a new bridge and a type 1 footpath. |
| Decisions | 2014/0340 |
| Pending decisions | N/A |
| Reasons for refusal | N/A |
| Relevant Conditions/discharges | N/A |

Are there any actions or measures that could be taken to allay concerns or objections? If so, please explain.

The use of the premises at 1 Newnton Close as a café/restaurant is authorised. Provided that the proposed additional activities remain ancillary to the main Class A3 (café/restaurant) use, then a change of use would not be required. However, if their frequency extend beyond that which could be considered ancillary to the main café/restaurant use, then a change of use may be required from Class A3 to sui generis use.

| | |
|--------|--|
| Signed | |
| Name | |
| Date | |

APPENDIX B3

RESPONSIBLE AUTHORITY REPRESENTATION: APPLICATION UNDER THE LICENSING ACT 2003

RESPONSIBLE AUTHORITY DETAILS

| | |
|----------------------|--|
| NAME OF AUTHORITY | Metropolitan Police service |
| ADDRESS OF AUTHORITY | Licensing Unit, Stoke Newington Police Station 33 Stoke Newington High Street London N16 8DS |
| CONTACT NAME | PC134GD Mandy Eva |
| TELEPHONE NUMBER | 020 7275 3022 |
| E-MAIL ADDRESS | hackneylicensing@met.police.uk |

APPLICATION PREMISES

| | |
|----------------------------|--|
| NAME & ADDRESS OF PREMISES | London Wildlife Trust Café 1 Newton Close London N4 2RH |
| NAME OF PREMISES USER | The London Wildlife Trust |

COMMENTS

I make the following relevant representations in relation to the above application to vary the Premises Licence at the above address.

- 1) the prevention of crime and disorder ◆
- 2) public safety ◆
- 3) the prevention of public nuisance ◆
- 4) the protection of children from harm

Representations (which include comments and/or objections) in relation to:

Police make the following objections in relation to the application for a Premises Licence at The London Wildlife Café, 1 Newton Close, London N4 2RH for the following reason(s);

Police at the time of submitting these representations can only find the location via Google Maps but it would appear these premises are located in a densely populated residential area. Police are concerned that customers leaving the venue after an event or at closing time will cause disturbance and be a nuisance to the local residents living near by. The police also have concerns regarding the roof top terrace being used until 2300 hours in a residential area.

The application speaks of the venue being used as a café/restaurant as well as holding private functions. Police would like more information regarding how this will be incorporating into the daily running of the venue.

Police would also like to know the following please:

- how will the venue operate day to day?
- what is the capacity of the venue?
- will everybody be seated?
- will all service be at the table by waiter/waitress?
- what experience does the proposed DPS have of running and managing a licensed premise?
- how will the roof top be utilised and until what time?
- will customers taking a meal only, be able to purchase alcohol?
- how will the venue manage dispersal at the end of the evening?

Police would like to visit the venue to see exactly where the premises are located and meet the applicant to discuss the application in more detail.

Police have attached a set of proposed conditions which could be added to and amended after meeting the applicant.

Police look forward to hearing from the applicant to arrange a site visit.

The above representations are supported by the following evidence and information.

Application submitted.

Are there any actions or measures that could be taken to allay concerns or objections? If so, please explain.

Signed PC134GD Mandy Eva (By E-mail)

Name (printed)

Proposed Conditions for
The London Wildlife Café
1 Newton Close, London N4 2RH

1. The premises shall maintain a comprehensive CCTV system as per the minimum requirements of a Metropolitan Police Crime Prevention Officer. All public areas, entry and exit points will be covered enabling frontal identification of every person entering in any light condition. The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises. All recordings shall be stored for a minimum period of 31 days with date and time stamping. Recordings shall be made available immediately upon the request of Police or authorised officer.
2. A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises are open to the public. This staff member shall be able to show Police or an authorised officer of Hackney Borough Council recent data or footage with the absolute minimum of delay when requested.
3. An incident log shall be kept at the premises, and made available immediately to an authorised officer of the Hackney Borough Council or the Police, which will record the following:
 - a. all crimes reported to the venue
 - b. any complaints received
 - c. any incidents of disorder
 - d. any faults in the CCTV system
 - e. any refusal of the sale of alcohol
 - f. any visit by a relevant authority or emergency service.
4. There shall be "CCTV in Operation" signs prominently displayed.
5. All instances of crime or disorder to be reported by the designated premises supervisor or responsible member of staff to an agreed police contact point, as agreed with the Police.
6. Where the sale or supply of alcohol is taking place employees of the premises must request sight of evidence of the age of any person appearing to be under 25 years of age (Challenge 25). Such evidence may include a driving licence or passport.
7. Intoxicating liquor shall not be sold, supplied or consumed otherwise than to persons who are taking a meal from the menu and that the consumption of intoxicating liquor by such persons is ancillary to taking such meals. The supply of alcohol will be by waiter/waitress service only.
8. The premises will display and maintain appropriate signage advising customers of the contact details of the Designated Premises Supervisor.

9. All staff will be given refresher training every twelve months on the legislation relating to the sales of alcohol to underage persons and drunken persons. Written records of this training shall be kept on the premises and produced to police or other authorised officer upon request.

ADDITIONAL CONDITIONS MAY BE ADDED AFTER DISCUSSIONS WITH THE APPLICANT.

APPENDIX B4

RESPONSIBLE AUTHORITY REPRESENTATION: APPLICATION UNDER THE LICENSING ACT 2003

RESPONSIBLE AUTHORITY DETAILS

| | |
|----------------------|--|
| NAME OF AUTHORITY | Licensing |
| ADDRESS OF AUTHORITY | Licensing Service Legal, HR and Regulatory Services Directorate 2 Hillman St London E8 1FB |
| CONTACT NAME | Derek Fergus |
| TELEPHONE NUMBER | 020 8356 3496 |
| E-MAIL ADDRESS | derek.fergus@hackney.gov.uk |

APPLICATION PREMISES

| | |
|---------------------------------|--|
| NAME & ADDRESS OF PREMISES | 1 Newnton Close N4 2RH |
| NAME OF APPLICANT/PREMISES USER | London Wildlife Trust Mr Nial Forde |

COMMENTS

I make the following relevant representations in relation to the above application.

- 1) the prevention of crime and disorder
- 2) public safety
- 3) the prevention of public nuisance **x**
- 4) the protection of children from harm

Representations (which include comments and/or objections) in relation to:

The premises is located in a residential area and Licensing have concerns about the risk of public nuisance. Licensing want to ensure that the premises operations do not present any risk of undermining the licensing objectives.

Further discussion is required to assess whether possible changes to the application and/or conditions being agreed could allay concerns.

The above representations are supported by the following evidence and information.

The Licensing Policy and Licensing Objectives

Are there any actions or measures that could be taken to allay concerns or objections? If so, please explain.

Applicant should contact licensing to discuss

Name: Derek Fergus - Principal Licensing Enforcement Officer

Date: 14/03/16

APPENDIX C



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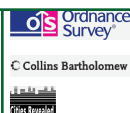
1 Newnton Close

Scale 1/1250

at A4



Date 15/4/2016



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