



REPORT OF GROUP DIRECTOR, NEIGHBOURHOODS AND HOUSING		
LICENSING SUB-COMMITTEE: 11/01/2018	Classification DECISION	Enclosure
Application for a Premises Licence Chasing Tales, Unit 14 & Unit 15 Railway Arch, Bohemia Place, Mare Street, E8 1DU	Ward(s) affected Hackney Central	

1. SUMMARY

Applicant(s) Background Clubs Limited	In SPA No
Date of Application 31/10/2017	Period of Application Permanent
Proposed licensable activity Films Live Music Recorded Music Performance of Dance Late Night Refreshment Supply of Alcohol (On Premises)	
Proposed hours of licensable activities	
Films INDOOR:	Standard Hours: Mon 10:00-00:00 Tue 10:00-00:00 Wed 10:00-00:00 Thu 10:00-00:00 Fri 10:00-02:30 Sat 10:00-02:30 Sun 11:00-23:00 Non-Standard Hours: Christmas Eve: 10:00 - 02:30 day following. From the start of authorised activity on New Year's Eve to the finish of authorised licensable activity on New Year's Day. Sundays preceding Bank Holidays 11:00 until 02:30 day following
Live Music INDOOR:	Standard Hours: Mon 10:00-00:00 Tue 10:00-00:00 Wed 10:00-00:00

	<p>Thu 10:00-00:00 Fri 10:00-02:30 Sat 10:00-02:30 Sun 11:00-23:00</p> <p>Non-Standard Hours: Christmas Eve: 10:00 to 02:30 the day following. From the start of authorised activity on New Year's Eve to the finish of authorised licensable activity on New Year's Day. Sundays preceding Bank Holidays 11:00 until 02:30 day following.</p>
<p>Recorded Music</p> <p>INDOOR:</p>	<p>Standard Hours: Mon 10:00-00:00 Tue 10:00-00:00 Wed 10:00-00:00 Thu 10:00-00:00 Fri 10:00-02:30 Sat 10:00-02:30 Sun 11:00-23:00</p> <p>Non-Standard Hours: Christmas Eve: 10:00 to 02:30 the day following. From the start of authorised activity on New Year's Eve to the finish of authorised licensable activity on New Year's Day. Sundays preceding Bank Holidays 11:00 until 02:30 day following.</p>
<p>Performance of Dance</p> <p>INDOOR:</p>	<p>Standard Hours: Mon 10:00-00:00 Tue 10:00-00:00 Wed 10:00-00:00 Thu 10:00-00:00 Fri 10:00-02:30 Sat 10:00-02:30 Sun 11:00-23:00</p> <p>Non-Standard Hours: Christmas Eve: 10:00 to 02:30 the day following. From the start of authorised activity on New Year's Eve to the finish of authorised licensable activity on New Year's Day. Sundays preceding Bank Holidays 11:00 until 02:30 day following.</p>
<p>Late Night Refreshment</p> <p>INDOOR:</p>	<p>Standard Hours: Mon 23:00-00:00 Tue 23:00-00:00 Wed 23:00-00:00 Thu 23:00-00:00</p>

	<p>Fri 23:00-02:30 Sat 23:00-02:30 Non-Standard Hours: Christmas Eve: 10:00 to 02:30 the day following. From the start of authorised activity on New Year's Eve to the finish of authorised licensable activity on New Year's Day. Sundays preceding Bank Holidays 11:00 until 02:30 day following.</p>
<p>Supply of Alcohol</p> <p>INDOOR:</p>	<p>Standard Hours: Mon 10:00-00:00 Tue 10:00-00:00 Wed 10:00-00:00 Thu 10:00-00:00 Fri 10:00-02:30 Sat 10:00-02:30 Sun 11:00-23:00 Non-Standard Hours: Christmas Eve: 10:00 to 02:30 the day following. From the start of authorised activity on New Year's Eve to the finish of authorised licensable activity on New Year's Day. Sundays preceding Bank Holidays 11:00 until 02:30 day following.</p>
<p>The opening hours of the premises</p> <p>INDOOR</p>	<p>Standard Hours: Mon 10:00-00:30 Tue 10:00-00:30 Wed 10:00-00:30 Thu 10:00-00:30 Fri 10:00-00:30 Sat 10:00-03:00 Sun 11:00-23:30 Non-Standard Hours: Christmas Eve: 10:00 to 03:00 the day following. From the start of authorised activity on New Year's Eve to the finish of authorised licensable activity on New Year's Day. Sundays preceding Bank Holidays 11:00 until 03:00 the day following.</p>
<p>Capacity: Not known</p>	
<p>Policies Applicable</p>	<p>LP3 (Operating Schedule), LP4 (Crime and Disorder), LP5 (Public Nuisance), LP6 (Protection of Children from Harm), LP8 (Public Safety)</p>

List of Appendices	A – Application for a premises licence and supporting documents, including model conditions from Annex D of the Council’s Statement of Licensing Policy. B – Representations from responsible authorities C – Location map
Relevant Representations	<ul style="list-style-type: none"> • Planning Authority • Police • Licensing Authority

2. APPLICATION

2.1 **Background Clubs Limited** has made an application for a premises licence under the Licensing Act 2003:

- To authorise the supply alcohol for consumption **on** the premises
- Regulated entertainment
- Late night refreshment

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 (Environmental Protection)	Have confirmed no representation on this application
Environmental Health Authority (Environmental Enforcement)	No representation received
Environmental Health Authority (Health & Safety)	Have confirmed no representation on this application
Weights and Measures (Trading Standards)	No representation received
Planning Authority (Appendix B1)	Informative
Area Child Protection Officer	No representation received
Fire Authority	Have confirmed no representation on this application
Police (Appendix B2)	Representation received on the grounds of The Prevention of Crime and Disorder, Public Safety, Prevention of Public Nuisance
Licensing Authority (Appendix B3)	Representation received on the grounds of The Prevention of Public Nuisance
Health Authority	No representation received

5. REPRESENTATIONS: OTHER PERSONS

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.

Door Supervision

8. Each individual who is to carry out a security activity at the premises must be licensed by the Security Industry Authority.

Conditions derived from operating schedule

Model conditions at annex D under crime and disorder from the Hackney licensing policy statement to be attached to the premises licence:

1,2,3,5,10,11,12,13,14,17 and 18

Model conditions at annex D under public safety from the Hackney licensing policy statement to be attached to the Premises licence:

19,20,21,22,23,24,25,26,27,28,29,30,31,32,33,34,35,36,37,38 and 39

Model conditions at annex D under public nuisance from the Hackney licensing policy statement to be attached to the premises licence:

40,41,42,43,44,45,46,47,48

Conditions derived from Responsible Authority representations

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:

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

4. 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.

5. Food and non-intoxicating beverages, including drinking water, shall be available on the premises whenever alcohol is being sold.

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

8. There shall be a personal licence holder on duty whenever alcohol is available for sale.

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.

10. There shall be no glass, drinks or open containers taken outside of the premises at any time except for those seated in the designated outside seating area.

11. The outside space shall not be used after ** tbc **

12. The capacity for the outside seating area will be no more than ** tbc ** patrons.

13. The premises shall adhere to Hackney Police Weapons and Drugs Policies and any updates thereof.

14. Alcohol shall not be sold in open containers to be taken from the premises and cannot be opened and consumed directly outside the premises.

15. There shall be adequate and appropriate first aid equipment and materials available at the premises at all times.

16. SIA registered door supervisors shall be employed at the premises, on an ongoing risk assessment basis. All security staff and stewards shall be clearly identifiable at all times. All supervisors shall enter their full details in the premises daily register at the commencement of their work. They shall record their full name, home address and contact telephone number, their SIA registration number, and the time they commence and conclude working. If the supervisor was provided by an agency the name, registered business address and contact telephone number will also be recorded. This register will be made available to police or authorised officer immediately upon request.

9. REASONS FOR OFFICER OBSERVATIONS

9.1 The applicant has proposed the inclusion of model conditions from Annex D of the Council's Statement of Licensing Policy as detailed above. The Police have also proposed the inclusion of conditions 1 to 15 above.

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 1 Hillman Street E8 1DY 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: Chasing Tales, Unit 14 & Unit 15 Railway Arch, Bohemia Place, Mare Street, E8 1DU	Licensing Service 1 Hillman Street London E8 1DY

Printed matter

Licensing Act 2003
LBH Statement of Licensing Policy

LPA : 091162 .

SR : 666605

LDR : 2811117

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 Mr BACKGROUND CLUBS LIMITED

(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 Chasing Tales UNIT 14 AND UNIT 15 RAILWAY ARCH BOHEMIA PLACE Mare Street London			
Post town	London	Postcode	E8 1DU

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£38500

Part 2 - Applicant details

Please state whether you are applying for a premises licence as appropriate

Please tick

a)	an individual or individuals *	<input type="checkbox"/>	please complete section (A)
b)	a person other than an individual *		
	i. as a limited company/limited liability partnership	<input checked="" type="checkbox"/>	please complete section (B)

	ii.	as a partnership (other than limited liability)	<input type="checkbox"/>	please complete section (B)
	iii.	as an unincorporated association or	<input type="checkbox"/>	please complete section (B)
	iv.	other (for example a statutory corporation)	<input type="checkbox"/>	please complete section (B)
c)		a recognised club	<input type="checkbox"/>	please complete section (B)
d)		a charity	<input type="checkbox"/>	please complete section (B)
e)		the proprietor of an educational establishment	<input type="checkbox"/>	please complete section (B)
f)		a health service body	<input type="checkbox"/>	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	<input type="checkbox"/>	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	<input type="checkbox"/>	please complete section (B)
h)		the chief officer of police of a police force in England and Wales	<input type="checkbox"/>	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			
Date of birth			
Nationality			
Current residential 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
Date of birth	
Nationality	

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 BACKGROUND CLUBS LIMITED
Address 1 KINGS AVENUE LONDON N2 3NA UK-England
Registered number (where applicable) 10388643
Description of applicant (for example, partnership, company, unincorporated association etc.) private limited company
Telephone number (if any) [REDACTED]
E-mail address (optional) [REDACTED]

Part 3 Operating Schedule

When do you want the premises licence to start?

DD MM YYYY

30112017

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

DD MM YYYY

Please give a general description of the premises (please read guidance note 1)
 Restaurant, Concept Bar and Music Venue

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

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

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

	Provision of regulated entertainment (please read guidance note 2)	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 checked="" 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 checked="" type="checkbox"/>
f)	recorded music (if ticking yes, fill in box F)	<input checked="" type="checkbox"/>
g)	performances of dance (optional, fill in box G)	<input checked="" type="checkbox"/>
h)	anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)	..
	Provision of late night refreshment (if ticking yes, fill in box L)	<input checked="" type="checkbox"/>
	Supply of alcohol (if ticking yes, fill in box J)	<input checked="" type="checkbox"/>

In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 7)			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
				Outdoors	
Day	Start	Finish		Both	
Mon				Please give further details here (please read guidance note 4)	
Tue			State any seasonal variations for performing plays (please read guidance note 5)		
Wed			Non-standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list (please read guidance note 6)		
Thur					
Fri					
Sat					
Sun					

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B

Films Standard days and timings (please read guidance note 7)			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read guidance note 4)		
	10:00	00:00			
Tue			State any seasonal variations for the exhibition of films (please read guidance note 5) Christmas Eve 10:00 - 02:30 day following.		
	10:00	00:00			
Wed			From the start of authorised activity on New Year's Eve to the finish of authorised licensable activity on New Year's Day.		
	10:00	00:00			
Thur			Non-standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list (please read guidance note 6) Sundays preceding Bank Holidays 11:00 until 02:30 day following		
	10:00	00:00			
Fri					
	10:00	00:00			
Sat					
	00:00	02:30			
	10:00	00:00			
Sun					
	00:00	02:30			
	11:00	23:00			

C

Indoor sporting events Standard days and timings (please read guidance note 7)			Please give further details (please read guidance note 4)
Day	Start	Finish	
Mon			
Tue			State any seasonal variations for indoor sporting events (please read guidance note 5)
Wed			
Thur			Non-standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list (please read guidance note 6)
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 7)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
				Both	
Mon			Please give further details here (please read guidance note 4)		
Tue					
Wed			State any seasonal variations for boxing or wrestling entertainment (please read guidance note 5)		
Thur					
Fri			Non-standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 7)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 4)		
Mon	10:00	00:00			
Tue	10:00	00:00			
Wed	10:00	00:00	State any seasonal variations for the performance of live music (please read guidance note 5) Christmas Eve 10:00 to 02:30 the day following. From the start of authorised activity on New Year's Eve to the finish of authorised licensable activity on New Year's Day.		
Thur	10:00	00:00			
Fri	10:00	00:00	Non-standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list (please read guidance note 6) Sundays preceding Bank Holidays 11:00 until 02:30 day following		
Sat	00:00	02:30			
	10:00	00:00			
Sun	00:00	02:30			
	11:00	23:00			

F

Recorded music Standard days and timings (please read guidance note 7)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish		Both	<input type="checkbox"/>
Mon	10:00	00:00	Please give further details here (please read guidance note 4)		
Tue	10:00	00:00			
Wed	10:00	00:00	State any seasonal variations for the playing of recorded music (please read guidance note 5)		
Thur	10:00	00:00			
Fri	10:00	00:00	Non-standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat	00:00	02:30			
	10:00	00:00			
Sun	00:00	02:30			
	11:00	00:00			

23:00

G

Performances of dance Standard days and timings (please read guidance note 7)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 4)		
Mon	10:00	00:00			
Tue	10:00	00:00			
Wed	10:00	00:00	State any seasonal variations for the performance of dance (please read guidance note 5) Christmas Eve 10:00 to 02:30 the day following. From the start of authorised activity on New Year's Eve to the finish of authorised licensable activity on New Year's Day		
Thur	10:00	00:00			
Fri	10:00	00:00	Non-standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list (please read guidance note 6) Sundays preceding Bank Holidays 11:00 until 02:30 day following		
Sat	00:00	02:30			
	10:00	00:00			
Sun	00:00	02:30			
	11:00	23:00			

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	Will this entertainment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
Mon				Outdoors	
				Both	
Tue			Please give further details here (please read guidance note 4)		
Wed					
Thur			State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 5)		
Fri					
Sat			Non-standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sun					

1

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 4)		
Mon	23:00	00:00			
Tue	23:00	00:00			
Wed	23:00	00:00	State any seasonal variations for the provision of late night refreshment (please read guidance note 5) Christmas Eve 10:00 to 02:30 the day following. From the start of authorised activity on New Year's Eve to the finish of authorised licensable activity on New Year's Day		
Thur	23:00	00:00			
Fri	23:00	00:00	Non-standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list (please read guidance note 6) Sundays preceding Bank Holidays 11:00 until 02:30 day following		
Sat	00:00	02:30			
	23:00	00:00			
Sun	23:00	02:30			

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption – please tick (please read guidance note 8)	On the premises	<input checked="" type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 5) Christmas Eve 10:00 to 02:30 the day following. From the start of authorised activity on New Year's Eve to the finish of authorised licensable activity on New Year's Day 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 6) Sundays preceding Bank Holidays 11:00 until 02:30 day following		
Mon	10:00	00:00			
Tue	10:00	00:00			
Wed	10:00	00:00			
Thur	10:00	00:00			
Fri	10:00	00:00			
Sat	00:00	02:30			
	10:00	00:00			
Sun	00:00	02:30			
	11:00	23:00			

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

Name Mr James Rule	
Date of birth 04/10/1984	
Address FLAT 4 ARLINGTON BUILDING FAIRFIELD ROAD LONDON	
UK-England	
Postcode	E3 2UB
Personal licence number (if known) LBH-PER-N2120	
Issuing licensing authority (if known) Hackney	

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 9).
 NONE

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			State any seasonal variations (please read guidance note 5) Christmas Eve 10:00 to 03:00 the day following. From the start of authorised activity on New Year's Eve to the finish of authorised licensable activity on New Year's Day
Day	Start	Finish	
Mon			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 (please read guidance note 6) Sundays preceding Bank Holidays 11:00 until 03:00 the day following
	10:00	00:00	
Tue	00:00	00:30	
	10:00	00:00	
Wed	00:00	00:30	
	10:00	00:00	
Thur	00:00	00:30	
	10:00	00:00	
Fri	00:00	00:30	
	10:00	00:00	
Sat	00:00	03:00	
	10:00	00:00	
Sun	00:00	03:00	
	11:00	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 and e) (please read guidance note 10)

SEE OPERATING SCHEDULE SUBMITTED WITH THE APPLICATION

b) The prevention of crime and disorder

SEE OPERATING SCHEDULE SUBMITTED WITH THE APPLICATION

MODEL CONDITIONS AT ANNEX D UNDER CRIME AND DISORDER FROM THE HACKNEY LICENSING POLICY STATEMENT TO BE ATTACHED TO THE PREMISES LICENCE:

1,2,3,5,10,11,12,13,14,17 AND 18

c) Public safety

SEE OPERATING SCHEDULE SUBMITTED WITH THE APPLICATION

MODEL CONDITIONS AT ANNEX D UNDER PUBLIC SAFETY FROM THE HACKNEY LICENSING POLICY STATEMENT TO BE ATTACHED TO THE PREMISES LICENCE:

19,20,21,22,23,24,25,26,27,28,29,30,31,32,33,34,35,36,37,38 AND 39

d) The prevention of public nuisance

SEE OPERATING SCHEDULE SUBMITTED WITH THE APPLICATION

MODEL CONDITIONS AT ANNEX D UNDER PUBLIC NUISANCE FROM THE HACKNEY LICENSING POLICY STATEMENT TO BE ATTACHED TO THE PREMISES LICENCE:

40,41,42,43,44,45,46,47,48

e) The protection of children from harm

SEE OPERATING SCHEDULE SUBMITTED WITH THE APPLICATION

MODEL CONDITION AT ANNEX D UNDER CRIME AND DISORDER TO BE ATTACHED TO THE PREMISES LICENCE:

12

Checklist:

Please tick to indicate agreement

- I have made or enclosed payment of the fee.
- 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.
- [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom (please read note 15).

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

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.

Part 4 – Signatures (please read guidance note 11)

Signature of applicant or applicant's solicitor or other duly authorised agent (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

Declaration	<ul style="list-style-type: none"> • [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)
Signature	Angela Message
Date	31/10/2017
Capacity	Licensing Coordinator - Keystone Law for applicant

For joint applications, signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent (please read guidance note 13). If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	31/10/2017
Capacity	

<p>Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)</p> <p>Gareth Hughes Keystone 48 CHANCERY LANE</p> <p>UK-England</p>			
Post town	LONDON	Postcode	WC2A 1JF
Telephone number (if any)		[REDACTED]	
<p>If you would prefer us to correspond with you by e-mail, your e-mail address (optional)</p> <p>[REDACTED]</p>			

Prevention of Crime and Disorder

1. The Licence Holder is to take part in the Council and Police text/radio scheme (for example, Shoreditch Night Owl Watch). Where participation takes place, the Licence Holder is to ensure:
 - a) The text/radio equipment is to be kept in working order at all times;
 - b) The equipment link is activated, made available to and monitored by the Designated Premises Supervisor (DPS) or a responsible member of staff at all times that the premises are open to the public;
 - c) Any police instructions/directions are complied with whenever given and
 - d) All instances of crime or disorder are reported via the text/radio pager link by the DPS or a responsible member of staff to an agreed police contact point.
2. Registered Security Industry Authority Door Supervisors and/or Security Teams are to be employed at the premises at [give times/hours/days].
3. A written security policy is to be made available at all time on the premises. This is to identify requirements such as:
 - a) The minimum number of supervisors
 - b) The displaying of name badges
 - c) The carrying of proof of registration
 - d) The hours of operation and location of door staff
 - e) Whether at least one female supervisor should be available
4. No glass bottles containing beverages of any kind, whether open or sealed, shall be given to customers on the premises whether at the bar or by staff service away from the bar.
5. No customers carrying open or sealed bottles shall be admitted to the premises at any time that the premises are open to the public.
6. Alcohol cannot be sold in open containers to be taken from the premises and cannot be opened and consumed directly outside the premises.
7. CCTV cameras are to be installed and maintained in operation on the premises to the satisfaction of the Police.
8. CCTV recorded footage is to be retained at the premises for no less than 31 days from the day it was recorded and is to be made available to the Police or local authority upon request.
9. Alcoholic drinks are not to be consumed in a set area.

10. A capacity limit of [insert number of patrons] is not to be exceeded at any time during the operation of the premises.
11. The Designated Premises Supervisor or Licence Holder is to be aware of the number of patrons on the premises and is to inform any authorised officer of these numbers on request.
12. 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 the age of 21. Such evidence may include a driving licence or passport.
13. Appropriate signage must be prominently displayed and maintained to the satisfaction of the police warning and advising customers of the prevalence of crime that may target them and the contact details of the Designated Premises Supervisors if customers wish to report any incidents.
14. Appropriate signage must be displayed and maintained outside the premises indicating the hours of operation of the premises.
15. The Licence Holder must undertake a CIMOS assessment to the satisfaction of the police.
16. The Licence Holder must participate in the accreditation of Award Schemes (as applicable), and any participation in Police/Council initiatives.
17. The licensee shall undertake a risk assessment of any promotion or event (as defined below) using the MPS Promotion/Event Risk Assessment (Form 696) or an equivalent and provide a copy* to the Metropolitan Police Service not less than 14 days before the event is due to take place.
18. Where an 'event' has taken place, the licensee shall complete an MPS After Promotion/Event Debrief Risk Assessment (Form 696A) and submit this* to the Metropolitan Police within 3 days of the conclusion of the event.

*submission of electronic documents by e-mail is preferred.

Public Safety

19. Safety checks are to be carried out before the admission of the public.
20. Safety checks are to be recorded in a Log Book held on the premises.
21. Exits to the premises are to be kept unobstructed, with non-slippery and even surfaces, free of trip hazards and clearly identified.

22. Where chairs and tables are provided internal gangways are to be kept unobstructed.
23. All exit doors are to be easy to open without the use of a key, card, code or similar means.
24. Doors at exits are to be regularly checked to ensure that they function satisfactorily to the Licence Holder and a record is to be kept of the check.
25. Any removable security fastenings are to be removed when the premises is open to the public or occupied by staff.
26. The edge of the threads of steps and stairways are to be maintained so as to be conspicuous.
27. Adequate arrangements are to be in place for disabled people to allow their safe evacuation in the event of an emergency.
28. Signage is to be maintained and displayed prominently on the premises to advise patrons of the evacuation arrangements for disabled customers.
29. The lighting in any area accessible to the public, members and guests shall be fully operational when they are present.
30. Emergency lighting is not to be altered.
31. Emergency lighting batteries are to be fully charged before admission of the public.
32. In the event of normal lighting failing:
 - a. Where the emergency lighting battery lasts for one hour, arrangements are to be in place to ensure that the public leave the premise within 20 minutes unless normal lighting is restored by then.
 - b. Where the emergency lighting battery lasts for 3 hours the appropriate period by the end of which the public should leave the premises is 1 hour.
33. Curtains are to be hung and temporary decorations are to be arranged at the premises so as not to obstruct the exits, to the satisfaction of the licensing authority.
34. Access for emergency vehicles is to be kept clear and free from obstruction.

35. Adequate and appropriate first aid equipment and materials are to be made available at the premises at all times.
36. At least one trained first aider shall be on duty when the premises are in operation.
37. Temporary electrical wiring and distribution systems are not to be provided without notification to the licensing authority at least 10 days before commencement of the work and/or prior inspection by suitable qualified electrician.
38. Temporary electrical wiring and distribution systems shall comply with the recommendations of BS 7672 or BS 7909 and be installed or inspected and certified by a competent person.
39. The premises shall not be used for the provision of regulated entertainment until the Council's building control department have confirmed in writing that the premises are technically suitable for the intended use by application of the appropriate technical regulations.

Public Nuisance

40. The Licence Holder will take the following steps, as agreed with the Pollution Team, to ensure that noise or vibrations do not emanate from the premises thus causing nuisance to nearby premises:
 - a) Keep doors and windows closed during the operation of the premises
 - b) Limit live music to a specified area of the premises
 - c) Move the location and direction of speakers away from external walls or those abutting private property
 - d) Install acoustic curtains
 - e) Fit rubber seals to doorways
 - f) Install a rubber speaker mount
 - g) Ensure music will not be audible above background level at the nearest noise sensitive premises
 - h) Monitor external noise levels regularly to ensure these are not excessive and take action where necessary
 - i) Add noise limiters on amplification equipment
41. Clear signage is to be displayed prominently and maintained at all exits of the premises requiring patrons to leave and enter the premises and area quietly out of respect for local residents.
42. Refuse, including bottles, is to be taken and placed into receptacles outside the premises at times which will minimise the disturbance to nearby premises.
43. Noxious smells are not to be permitted to cause a nuisance to nearby properties and the premises are to be properly ventilated.

44. The installation of sound limiting devices (device type to be approved by the Pollution Team) to all music systems. The limiting devices should be set to ensure inaudibility in all nearby residential premises and a certificate of compliance should be submitted to the Pollution Team. The device should be controlled by the Licensee and kept in a locked, tamper-proof box.
45. The noise limiter must be recalibrated annually to ensure that the music volume does not exceed the level at which a noise nuisance to neighbours will occur, and the methodology and copy of the calibration certificate must be submitted to the Pollution Team annually.
46. All doors and windows shall remain closed when regulated entertainment is taking place.
47. The front door with lobby shall be used when regulated entertainment is taking place and no other entrance.
48. Notices must be prominently displayed at the exits reminding patrons to depart in an orderly manner.
49. No external areas associated with the bar shall be used between 23:00hrs and 08:00hrs.
50. There should be no use of the outside area for the vertical consumption of alcohol and/or food beyond a certain hour.

Protection of Children from Harm

51. No children under the age of 18 are to be permitted any access on to the premises [at all times/ from specified times/ when certain activities are taking place].
52. Children are to be accompanied on the premises at [all times/ specified times/ when certain activities are taking place].
53. No entertainment, performance, service or exhibition involving nudity or sexual stimulation which would come within the definition of a sex establishment as defined in Schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982 as amended by the Police and Crime Act 2009, shall be provided.



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Security Measures and Procedures - The Arches 13-15 Bohemia Pl, Hackney, London. E9 6ND



**At Nice and Secure,
we believe security should be friendly, not intrusive.
Strong, yet considerate. Professional and approachable.**

*"This discreet and professional service has ensured that every aspect of
our security runs smoothly"*

SACHA FORBES, VOGUE MAGAZINE



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Security Measures and Procedures - The Arches

Venue Access Control. Procedures and policies.

Upon arriving at The Arches, guests will be ushered into a queuing system in a controlled manner in which customers enter and exit the venue.

Capacity will be monitored and controlled to ensure the venue does not exceed the limit. If the agreed capacity at the Arches is reached, a 1 in 1 out policy will be implemented.

Part of the door entry policy at the Arches is No ID No Entry policy with a A Challenge 25 scheme utilised at the entrance.

Proof of age will be requested by SIA security operatives. If they suspect any individual is under the age of 25. This policy will be clearly signed at the entrance.

Valid proof of age includes a passport, Driving Licence or an ID displaying the PASS logo.

Anyone deemed to be overly intoxicated or under the influence of drugs or deemed unsuitable upon arrival will be refused entry.

A Bag search policy and Body search will be put in place as part of additional entry policies at the Arches.. (The agreed ratio of searches, either random or 100% search will depend on the venue management team and the conditions placed on the venue's licence)

The Head of Security will always have the right to search anyone upon entry or within the venue should the circumstances warrant suspicion.

Additional Procedures and Policies

(In the case of the Terror Alert being raised to critical or a particular type of event needs additional procedures to be put in place)

A SIA 100% Bag search will be in operation to ensure no illegal contraband or weapons are brought into the venue. No alcohol or glass bottles will also be allowed into the venue.

A 100% Body search using Metal Detectors will be put in place.

No large groups (more than 5) will be allowed entry. This does not affect pre-bookings that will be taken but the Security Supervisor and Management will still have the right to refuse entry to pre-booked patrons upon arrival should the Security supervisor deem it necessary.



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Security Measures and Procedures - The Arches

Patrol/Response Team.

2 SIA security operatives will actively patrol the Main Bar, Club Area, Vip Lounge, the Dining area, Outside Bar and toilets. Ensuring the general well-being and safety of patrons. Actively looking out for patrons that might be suspected of the use or distribution of illegal substances.

Response Team will be deployed to any minor/major incidents that occur or that might have a potential to escalate. This way we reduce any chance of conflicts between patrons.

Deterrence of bag theft will also be part of the Patrol/Response Team. Actively patrolling to make sure there are no bag thieves in the event and also advising neglectful patrons about their personal properties when deemed so.

Egress

No drinks to be allowed outside the Venue.

Last order at the Bar and music at the Arches will be stopped 15 - 30mins (depending on the Venue Management policy or event) prior to the site close time. This will give SIA operatives time to have a slow and gradual egress of patrons leaving the premises.

Leading up to the closing time of the Arches, a street dispersal team in Hi-Vis Jackets will be dispatched outside of the venue. The Security team will ensure that customers leave in a quiet manner.

The dispersal team will usher guests from The Arches, along Bohemia Pl and up to the junction of Amhurst Rd and Mare st.

The team will be tasked with ensuring a quick and direct dispersion of guests, their personal safety from accidents or crime, try preventing loitering by kindly asking for the patrons cooperation and avoiding public nuisances, making sure patrons are not causing anti-social behaviour.

The team will also advise patrons exiting to the nearest or best means of local public / private transport out of the area.

The team is there to assist and monitor egress from the venue and has no jurisdiction in law and no powers of arrest.



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Security Measures and Procedures - The Arches

Examples of Incident Control Measures.

Abusive or Drunk.

Abusive

In the scenario of having an abusive patron inside/outside of the Arches the SIA security operatives are trained to deescalate the situation with good communication skills and try to resolve the issue and reasons why the patron reached a state of being abusive.

Should the situation further escalate, the aggressor will be asked to leave the premises and banned from coming back either for the night or for a period of time depending on the head of security and the Arches Management team's decision.

If the aggressor refuses to leave, security operatives will use SIA approved physical intervention methods to remove the individual from the premises. At the worst case scenario and as a last resort, if the situation continues to escalate after ejection and an arrest-able offence such as assault, ABH or GBH occurs, the individual will be detained and Police will be called.

There is a 0% tolerance policy to customers being verbally abusive in any shape or form towards any member of staff working at the Arches.

Drunk

It is our duty of care to ensure all patrons at the Arches enjoy a safe night and leave the premises in a safe manner.

The Patrol team will actively be on the look out for any patrons that might be overly intoxicated. They will communicate and advise patrons on their consumption intake if they deem it necessary to avoid them reaching a state where they lack of awareness, reasoning or having mobility issues.

The Arches Bar staff will be trained, briefed and work with the security team in identifying patrons that might be reaching a high level of intoxication.

If anyone is found overly intoxicated, lacking awareness and or having mobility issues, the First Aider on site will be deployed to look after the individual. Patrol team will try and identify their friends and get them to assist with the care of the individual. Friends will help out with basic information that can support the first aider.

In an extreme case of paralytic levels of intoxication or a suspected case of drink spiking or the overly intoxicated individual is alone and no friends can be found, an ambulance will be called asap.



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Security Measures and Procedures - The Arches

Security Measures for the venue.

All security staff will be SIA accredited and hold a valid up-to-date qualification.

Access control:

- Security operatives trained to spot potential troublemakers, any intoxicated patrons or suspected to be under the influence to be refused.
- Barriers will be used to form a queue
- All customers will be asked to provide government issued ID (passport/driving licence)
- Strict NO ID NO ENTRY policy (TBC)
- Reservation (depending on the night)
- No large groups.
- Male to female ratio.
- Clickers will be used to control the venue capacity.
- Full capacity reached. One in one out policy will be put in place.
- Bags/Body search

Emergency procedures:

Procedures for staff and Security to follow in an emergency will include:

- Raising the alarm
- Informing the public
- Onsite emergency response, i.e use of fire extinguishers
- Summoning the emergency services
- Crowd management, including evacuation, where necessary
- Evacuation of people with disabilities
- Traffic management, including emergency vehicles
- Incident control
- Liaison with emergency services
- Providing first aid and medical assistance



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Security Measures and Procedures - The Arches

Evacuation Procedures

(Subject to change upon completion of the venue and after Fire , Health and Safety checks.

Bomb or terrorist threat and general evacuation requirement.

Who may be affected?

- Security Contractors, Venue Staff, Customer and general public

Controls that are used to reduce risk

- A constant check will be made on the contents of the venue to ensure no bags, cases or packages have been left. If there is any doubt about a bag, case or package, it should not be touched and security staff must be immediately advised.
- Half an hour before the building opens to the public, Security will carry out full venue search. This will be carried out daily during the open/closing period.
- Security will carry out a thorough search for any suspicious bags, cases or packages. Should any suspicious items be found, notify Security manager immediately. Otherwise await further instructions and information.
- If the threat appraisal concludes that an element of danger exists an announcement shall be made providing evacuation instructions and assembly point locations. This shall be followed by the following message over the Public Address System. "Attention please, Attention please. An emergency situation has arisen within the Venue. Please leave the building by the nearest available exit"

This message will continue to be broadcast until the building has been evacuated.

All persons must follow the directions from Security/Stewards and Venue management Team.

Bag and Body Search procedures.

- All customers will be searched with their consent. If declined, Security has right to refuse entry.
- Metal detector wand will be used (TBC)
- All customers will be asked to open their bags.
- Female security will be used to search female customers.



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Security Measures and Procedures - The Arches

Drug policy

- Anti-Drug policy used.
- Anyone suspected of drug use (pupil big/ mood swing/ jaw movement) will be searched under CCTV surveillance.
- All drugs will be confiscated and put in Drug evidence bag.
- If any class A drug found Police will be informed.
- Anyone under the influence will be removed from the venue.

Response Team:

- Security Team will be put on standby incase of an emergency
- Emergency Response Team (ERT) will put in place to respond immediately to any emergency incident.

Internal Patrol / External patrol during and after the any night or event finishes.
Clear signage regarding policies put in place. CCTV coverage.

Security Operative numbers.

Minimum of 6 and up to 15 depending on the night and security requirements needed and conditions placed on the Venue's License

Control Measures for Violence -

Who might be harmed and how?

- Staff and the public risk serious injury, if assaulted or if caught up in fighting.

What are you planning to do to control or avoid this?

- Security operative trained to spot potential troublemakers, defuse tense situations etc.
- All Security operatives trained in procedures to act quickly and eject any customer before they get into physical contact.
- Any customer involved in verbal aggression will be asked to leave.
- If customer is involved in a physical contact. Both parties will be detained, IDs will be scanned, and First aid given if necessary and police will be called.
- Adequate number of trained, SIA badged security staff.
- Trained in procedures re-entry, queuing, searches, etc and signs displayed for public.
- Information sharing with police and other security staff at licensed premises in the area.
- CCTV system.
- Walkie-talkie system allows bar staff to talk to security staff.
- Overcrowding not permitted in any area.
- Security staff aware of all exits.
- Drinks not served to people obviously under the influence.

Onsite log book including incident reports, statements, refusal of entry logs, sign in sheet, capacity record. (See examples attached)



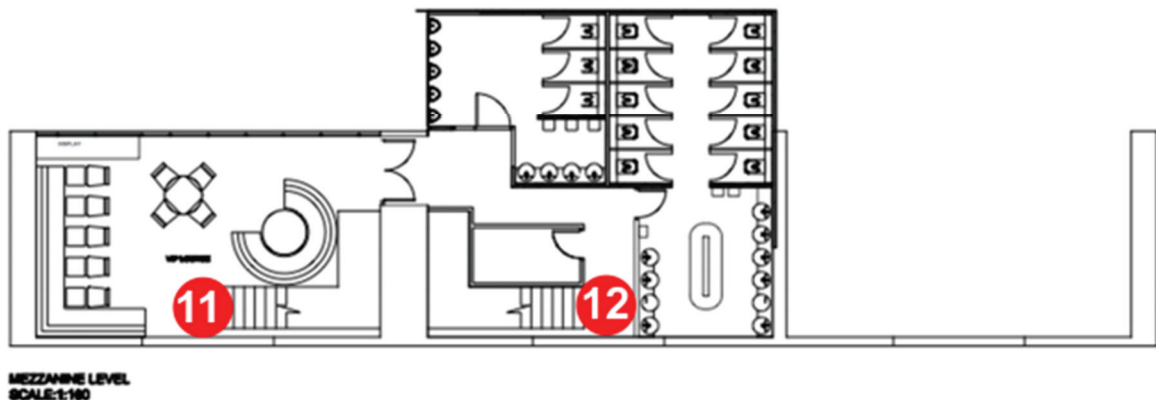
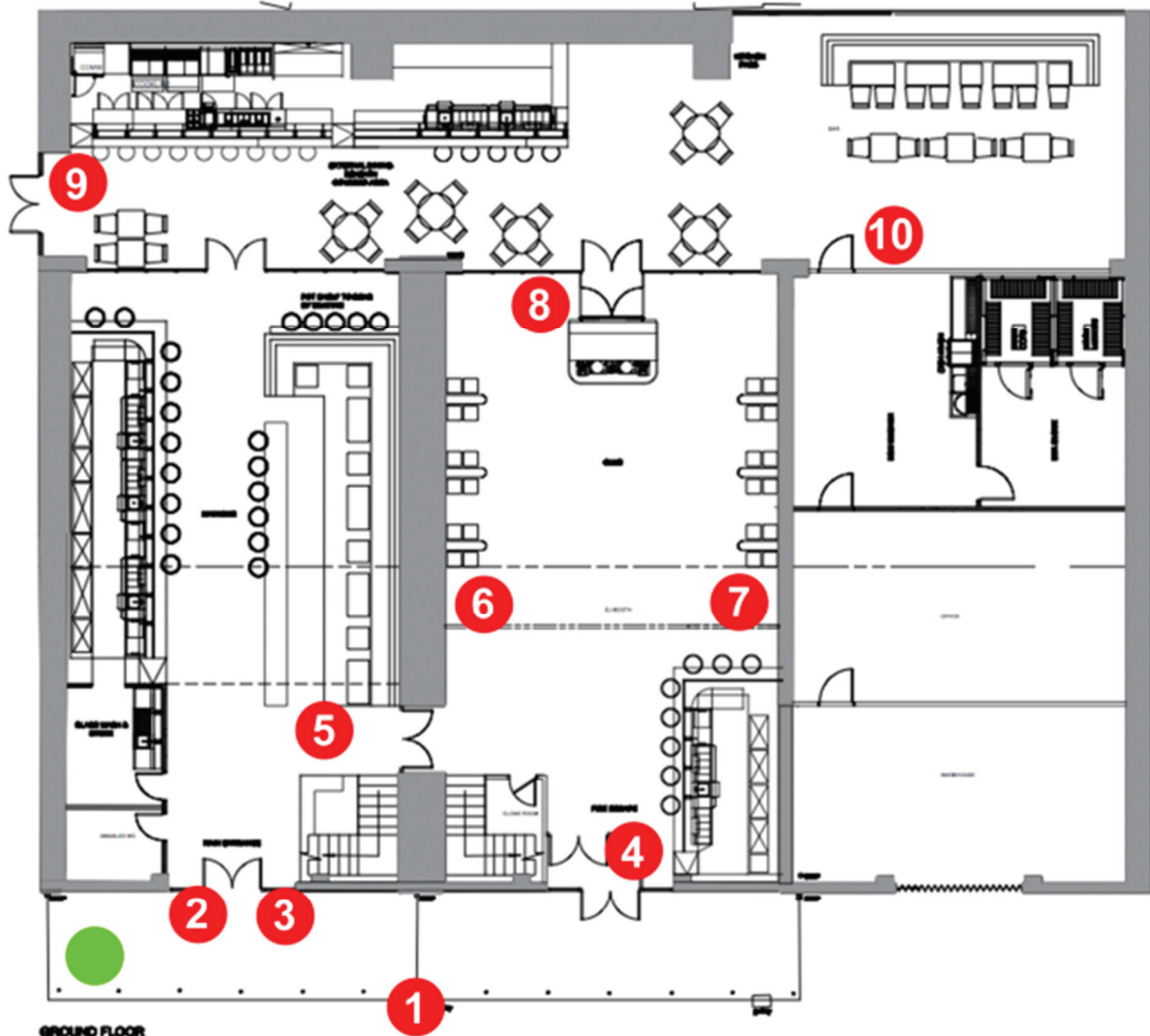
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Security Measures and Procedures - The Arches

SPOT PLAN

based on a full capacity night and all areas of the premises being used.






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Security Measures and Procedures - The Arches


SPOT PLAN - Operative's main duties.


Based on a full capacity night and all areas of the premises being used.


-  Security Supervisor. Overseeing all security policies and procedures.
Liasing with the Arches management team.


-  The main objective in this position is to ensure that guests are kept off the road (Bohemia Pl) and onto the pavement walk in front of the Arches. Upon arriving at the entrance of The Arches, Operative 1 will ensure guests enter the queing system and deal with access enquiries.


-  Operative 2 & 3. Main duties include checking I.D's. Implementing Bag and Body search and monitoring crowd capacity with clicers. Also carrying ot softchecks and to ensure that guests adhere to The Arches door entry and venue policies.


-  Operative 4. Managing door access control when the door is in use and managing the cloakroom area queing system.


-  Operative 5 Overlooks the main bar. Carrying out basic duty of care, covering basic H&S issues such spillagees, broken glasses. In communication with the Arches bar staff. Briefed in Bag theft, Drug prevention and detection policies.

-  Operative 6 & 7. Position will be to mainly overlook the dance floor area of the Club section in the Arches. They will primarily be the response team and patrol other areas (The Main Bar, Vip Lounge and the Smoking area).
Toilet checks to be carried out on a rotational system.
Briefed in Bag theft, Drug prevention and detection policies.

-  Operative 8. Overlooks the club area. Access control to the Outside Bar and Smoking area. Will monitor capacity control to the area.
Briefed in Bag theft, Drug prevention and detection policies.

-  Operative 9. Overloks the External Dining area. Positioned in front of the fire exit to ensure there is no misuse of the doors by guests or staff.

-  Operative 10. Positioned overlooking the Outside Bar and Smoking Area. Ensuring nosie levels are kept to reasonable levels if needed. Briefed in Bag theft, Drug prevention and detection policies.

-  Operative 11 & 12. Access control to the VIP Lounge. Ensuring only guests withthe right accreditation are in the area. Frequently patrolling the VIP Lounge and Booths areas.

DO NOT SCALE

NOTES:

DRAWING LEGEND

- 2.0 LEGEND FOR FIRE SAFETY
- [FIRE EXIT] MAINTAINED EMERGENCY EXIT SIGN
 - [E] NON-MAINTAINED EMERGENCY LIGHT
 - [E] EMERGENCY COMBINED CEILING MOUNTED FITTING
 - [E] EMERGENCY COMBINED LUMINAIRES - NON MAINTAINED
 - [ABC] ABC POWDER EXTINGUISHER
 - [CD] CARBON DIOXIDE EXTINGUISHER
 - [WET] WET CHEMICAL EXTINGUISHER
 - [4.5] 4.5 kg CO2
 - [4.5] 4.5 kg Foam
 - [FIRE] FIRE BLANKET
 - [SMOKE] SMOKE DETECTOR WITH SOUNDER
 - [HEAT] HEAT DETECTOR WITH SOUNDER
 - [SMOKE] SMOKE HEAT DETECTOR WITH SOUNDER AND XENON FLASHER
 - [BELL] BELL SOUNDER
 - [ELECT] ELECTRICAL BOARD / MAIN SWITCH GEAR
 - [FIRE] FIRE ALARM CALL POINT
 - [CONTROL] CONTROL PANEL FOR FIRE AND VENTILATION
 - [CCTV] CCTV CAMERA
 - [TENANT] TENANT CONTROL PANEL
 - [DUAL] DUAL DIRECTIONAL WALL MOUNTED EMERGENCY LIGHT
 - [SECURITY] SECURITY CHECK POINT

3.0 KEY: COLOUR CODING OF PLANS

— AMBIT OF LICENSED PREMISES

Rev	Date	Description of Issue	Initials

STATUS

Client: **BACKGROUND BARS**

Project: **CHASING TALES**

Title: **LICENSING PLAN**

PROPOSED

Drawn (as A1): **DCT**

Date: **16/09/17**

Scale: **1:100**

Revision No: **E**

Drawn: **01**

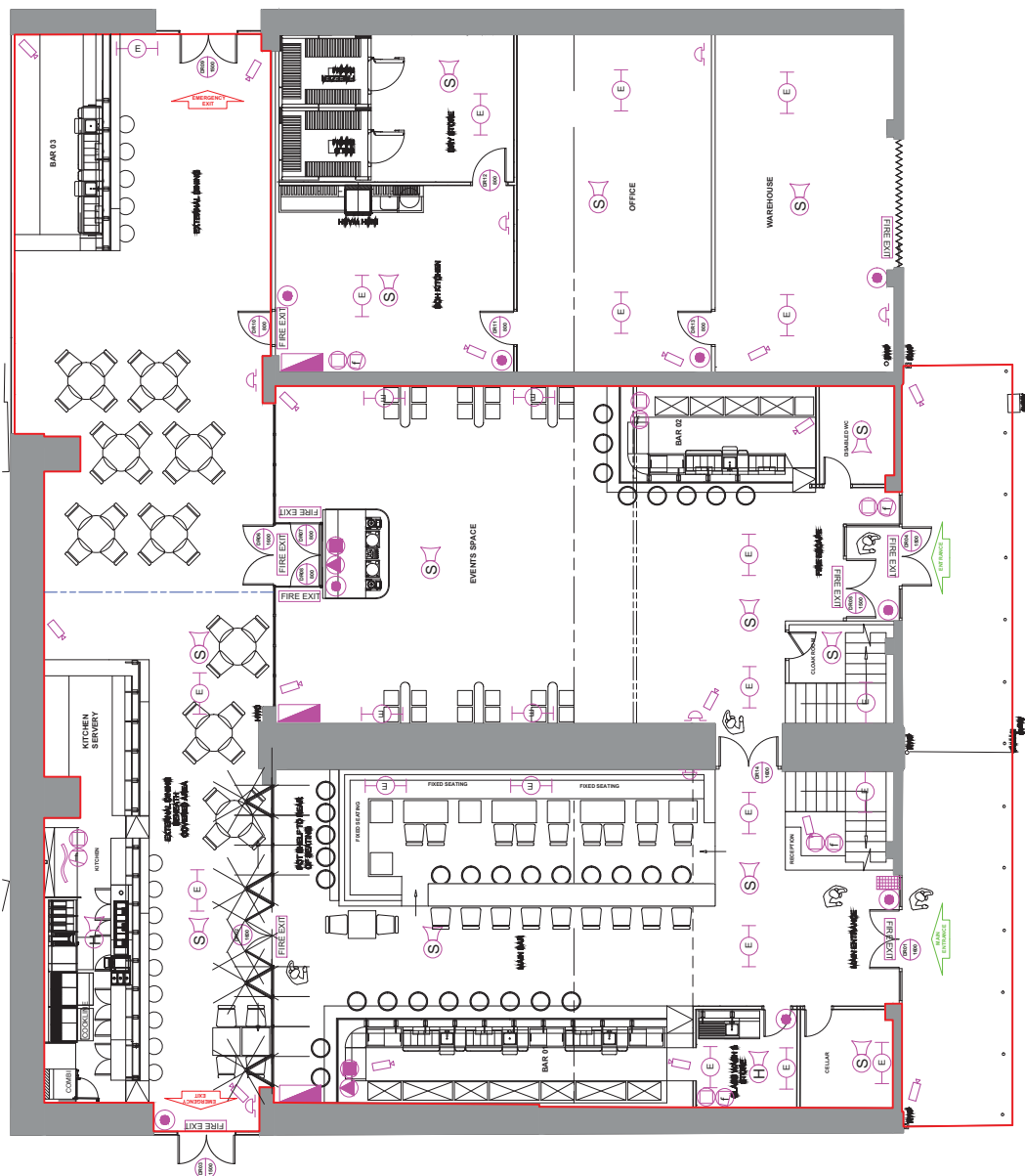
Sheet: **E**

LANDLORD PACK

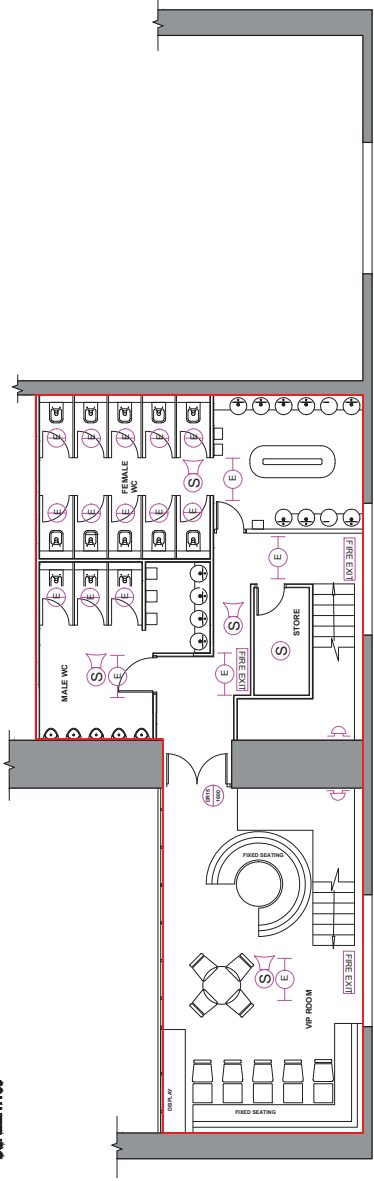


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GROUND FLOOR
SCALE: 1:100



MEZZANINE LEVEL
SCALE: 1:100

Planning Authority Representation:
Application under the Licensing Act 2003

APPENDIX B1

Details of Authority	2 Hillman Street, Hackney, London, E8 1FB
Officer contact name	Merryn McGregor
Officer telephone number	020 8356 8076
Officer's email address	merryn.mcgregor@hackney.gov.uk

APPLICATION PREMISES

Name and address of premises	Railway Arch 14 & 15 Bohemia Place London E8 1DU
Applicant name	Background Clubs

COMMENTS

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

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

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

The application proposes a license for a restaurant/bar/music venue. The following licensable activities are proposed:

Films: 10:00 – 00:00 Monday – Friday, 10:00 – 00:00 and 00:00 - 02:30 Saturday and Sunday;

Live Music: 10:00 – 00:00 Monday – Friday, 10:00 – 00:00 and 00:00 - 02:30 Saturday, 11:00 - 23:00 Sunday;

Recorded Music: 10:00 – 00:00 Monday – Friday, 10:00 – 00:00 and 00:00 - 02:30 Saturday, 11:00 - 23:00 and 00:00 – 02:30 Sunday;

Performance of dance: 10:00 – 00:00 Monday – Friday, 10:00 – 00:00 and 00:00 - 02:30 Saturday, 11:00 - 23:00 and 00:00 – 02:30 Sunday;

Late night refreshment: 23: 00 – 00:00 Monday – Friday, 23:00 – 00:00, 23:00 - 02:30 Saturday, 23:00 – 02:30 Sunday;

Supply of alcohol: 10:00 – 00:00 Monday – Friday, 10:00 – 00:00 and 00:00 - 02:30 Saturday and Sunday; and

Hours of operation: 10:00 – 00:00 Monday, 10:00 – 00:00 and 00:00 – 00:30 Tuesday – Friday, 10:00 – 00:00 and 00:00 – 03:00 Saturday, 11:00 – 23:30 and 00:00 – 03:00

Seasonal variations are proposed for Christmas Eve, New Years Eve and Sundays preceding Bank Holidays.

Planning application 2017/0307 granted the change of use of railway arch numbers 4-13 (excluding arches 9, 10 and 11), 16 + 20 from B2 to A1/B1; arches 10 & 11 from B1 to A1/B1; arch 9 from sui generis to A1/B1; arches 3, 14, 15 and 18 from B2 to A3/A4; arch 17 from B2 to A1/A3/A4/B1; arch 21 from B2 to A1/A3/B1; and arch 187 from B2 to A3 together with the erection of 11 micro A1

retail units, the creation of a new tunnel feature under the arch at the corner of Bohemia Place and Nursery Road, the erection of gates at either end of Bohemia Place and associated waste storage and street furniture.

Condition 10 states 'The A3/A4 uses hereby approved at Arches 14 and 15 shall only be operated between the hours of 10am and midnight Monday – Thursday, between 10am - 2:30am Friday and Saturday, and between 11am and 11pm Sundays and bank holidays.'

Therefore the premises has planning permission as a restaurant/bar. The proposed hours exceed those permitted under Condition 10 of the planning permission. The applicant is advised that licensing permission does not grant planning permission. Therefore further planning permission will be required to regularise the hours of operation of the premises. Operating without appropriate planning permission is unlawful and may result in enforcement action.

It is unclear as to whether approval is needed for the premises as a live music venue. If the live music venue usage is to be ancillary to the usage of the restaurant/bar, approval would not be required. However, this is a matter of increment and degree, and is unable to be determined under a licensing application. The applicant is advised that should they wish to determine the legality of the usage of the premises as a live music venue, a lawful development certificate application would be required.

Please provide the following information (if applicable)

Area (that permission applies to)	Ground floor
Permitted use	A3/A4
Permitted hours	10am and midnight Monday – Thursday, between 10am - 2:30am Friday and Saturday, and between 11am and 11pm Sundays and bank holidays.
Specific/restrictive conditions	Condition 10
Recent applications	2017/0307
Decisions	N/A
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.

No representations with informative.

The proposed hours of operation exceed those permitted under Condition 10 of the planning permission. The applicant is advised that licensing permission does not grant planning permission. Therefore further planning permission will be required to regularise the hours of operation of the premises. Operating without appropriate planning permission is unlawful and may result in enforcement action.

It is unclear as to whether approval is needed for the usage of the premises as a live music venue. If the live music venue usage is to be ancillary to the usage of the restaurant/bar, approval would not be required. However, this is a matter of increment and degree, and is unable to be determined under this application. The applicant is advised that should they wish to determine the legality of the usage, a lawful development certificate application should be lodged with Council.

The applicant is advised that these comments do not represent a formal decision of the Local Planning Authority as to the acceptability or otherwise of the proposed use and that the decision of the Licensing Authority is not prejudicial to the determination of any subsequent planning application.

Signed	
Name	Graham Callam
Date	16/11/2017

**RESPONSIBLE AUTHORITY REPRESENTATION:
APPLICATION UNDER THE LICENSING ACT 2003**

B2

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	PC 691GD Kerrie RYAN
TELEPHONE NUMBER	020 7275 3022
E-MAIL ADDRESS	hackneylicensing@met.police.uk

APPLICATION PREMISES

NAME & ADDRESS OF PREMISES	Chasing Tales Units 14 -15, Railway Arches Bohemia Place London E8 1DU
NAME OF PREMISES USER	Background Clubs Limited

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 representations in relation to the application a Premises Licence at CHASING TALES, UNITS 14-15, RAILWAY ARCHES, BOHEMIA PLACE, LONDON, E8 1DU for the following reason(s):

This venue is situated amongst several archways, many of which are currently undergoing refurbishment and will eventually be linked with Hackney Walk through to Morning Lane.

Police have met with the applicant at the venue prior to this application being submitted and discussed the way in which the premises will operate.

There is a little more information that the police require;

- What is the capacity of each archway?
- Can they be separated and operated independently?
- Will the whole space always be in use?
- Will the space be available for hire by outside parties and promoters?
- If so, what policies and procedures are in place to safeguard the customers, staff and licence?
- When will the dispersal policy be completed and available to police?

Dispersal is the main concern for police as this is generally when the behaviour of customers becomes problematic. ASB is a huge problem for the night time economy in Hackney and this area is no exception. As more and more premises open in the vicinity, the number of people in the street during the early hours of the morning is increasing, which, in turn increases the incidents of ASB, including urination in the street, vomiting, defecating, fighting and general noisiness, nuisance and disorder.

There are very few options of public transport available at 0300hrs, so how will the area be cleared quickly, quietly and efficiently?

Although a set of conditions has been offered from the model conditions laid out in the Statement of Licensing Policy, police feel that they could be amended and attach a set to this representation.

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 PC 691GD RYAN (By E-mail)

Name (printed)

Proposed Conditions for Chasing Tales,
Arches 14-15, Bohemia Place, London, E8 1DU

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.

4. 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:
 - all crimes reported to the venue
 - any complaints received
 - any incidents of disorder
 - any faults in the CCTV system
 - any refusal of the sale of alcohol
 - any visit by a relevant authority or emergency service.

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. Food and non-intoxicating beverages, including drinking water, shall be available on the premises whenever alcohol is being sold.

7. 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.

8. The premises will display and maintain appropriate signage advising customers of the contact details of the Designated Premises Supervisor/Duty Manager.

9. There shall be a personal licence holder on duty whenever alcohol is available for sale.

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.

10. There shall be no glass, drinks or open containers taken outside of the premises at any time except for those seated in the designated outside seating area.
11. The outside space shall not be used after ** tbc **
11. The capacity for the outside seating area will be no more than ** tbc ** patrons.
12. The premises shall adhere to Hackney Police Weapons and Drugs Policies and any updates thereof.
13. Alcohol shall not be sold in open containers to be taken from the premises and cannot be opened and consumed directly outside the premises.
14. There shall be adequate and appropriate first aid equipment and materials available at the premises at all times.
15. SIA registered door supervisors shall be employed at the premises, on an ongoing risk assessment basis. All security staff and stewards shall be clearly identifiable at all times. All supervisors shall enter their full details in the premises daily register at the commencement of their work. They shall record their full name, home address and contact telephone number, their SIA registration number, and the time they commence and conclude working. If the supervisor was provided by an agency the name, registered business address and contact telephone number will also be recorded. This register will be made available to police or authorised officer immediately upon request.

ADDITIONAL CONDITIONS MAY BE ADDED AFTER DISCUSSIONS WITH THE APPLICANT.

**RESPONSIBLE AUTHORITY REPRESENTATION:
APPLICATION UNDER THE LICENSING ACT 2003****RESPONSIBLE AUTHORITY DETAILS**

NAME OF AUTHORITY	Licensing Authority
ADDRESS OF AUTHORITY	Licensing Service 1 Hillman Street London E8 1FB
CONTACT NAME	Channing Riviere
TELEPHONE NUMBER	020 8356 4622
E-MAIL ADDRESS	Channing.riviere@hackney.gov.uk

APPLICATION PREMISES

NAME & ADDRESS OF PREMISES	Unit 14 & 15, Railway Arch, Bohemia Place, Mare Street, E8 1DU
NAME OF APPLICANT	Background Clubs Limited

COMMENTS

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

- the prevention of crime and disorder
- public safety
- the prevention of public nuisance **x**
- the protection of children from harm

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

After considering the application the Licensing Authority have decided to make the following representation.

It is unclear from the application how the applicant intends to minimise any potential nuisance that may be created by patrons either on, and/ or going to and leaving the premises. Routes to and from the Premises may lead to either Mare Street or Nursery road onto Morning Lane, there are a number of residential properties located on the latter route which may lead to disturbances being experienced by Local Residents.

The Licensing Authority also have concerns regarding the hours requested in the application, with few public transport links in this locality at the requested closing time, how does the applicant intend to manage the dispersal of the premises in a way which supports the Licensing Objectives and does not add to some of the more negative aspects often associated with the Night Time Economy e.g. Violence, Noise, Fouling of Public Highways, Disturbance to Local residents etc.

Excerpts of Hackney's current Licensing Policy have been included below to support this representation.

LP5 Public Nuisance

"...(a) Demonstrate that, between 11.00 pm and 7.00 am:

- No noise is audible a metre from the façade of the nearest noise sensitive premises, or**
- No noise is audible within the nearest noise sensitive premises..."**

LP12 Licensing Hours

"... (b) Earlier hours may be set if the individual circumstances require it. Later hours will be set where it can be demonstrated by the applicant that there would be no breach of the licensing objectives. In residential areas the Council will not normally grant licences with opening hours beyond midnight, unless the applicant can demonstrate that operating hours beyond this will not cause undue disturbance to local residents.

(c) The Council would expect premises wishing to trade for longer hours to site themselves in places where they will not create disturbances to residential accommodation, and will take a stricter approach to licensing hours in residential areas.

(d) The Council may impose conditions limiting the hours of usage of an outside area or preventing drinks being taken to the outside area beyond the stated terminal hour...”

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

Statement of Licensing Policy 2016, The Application

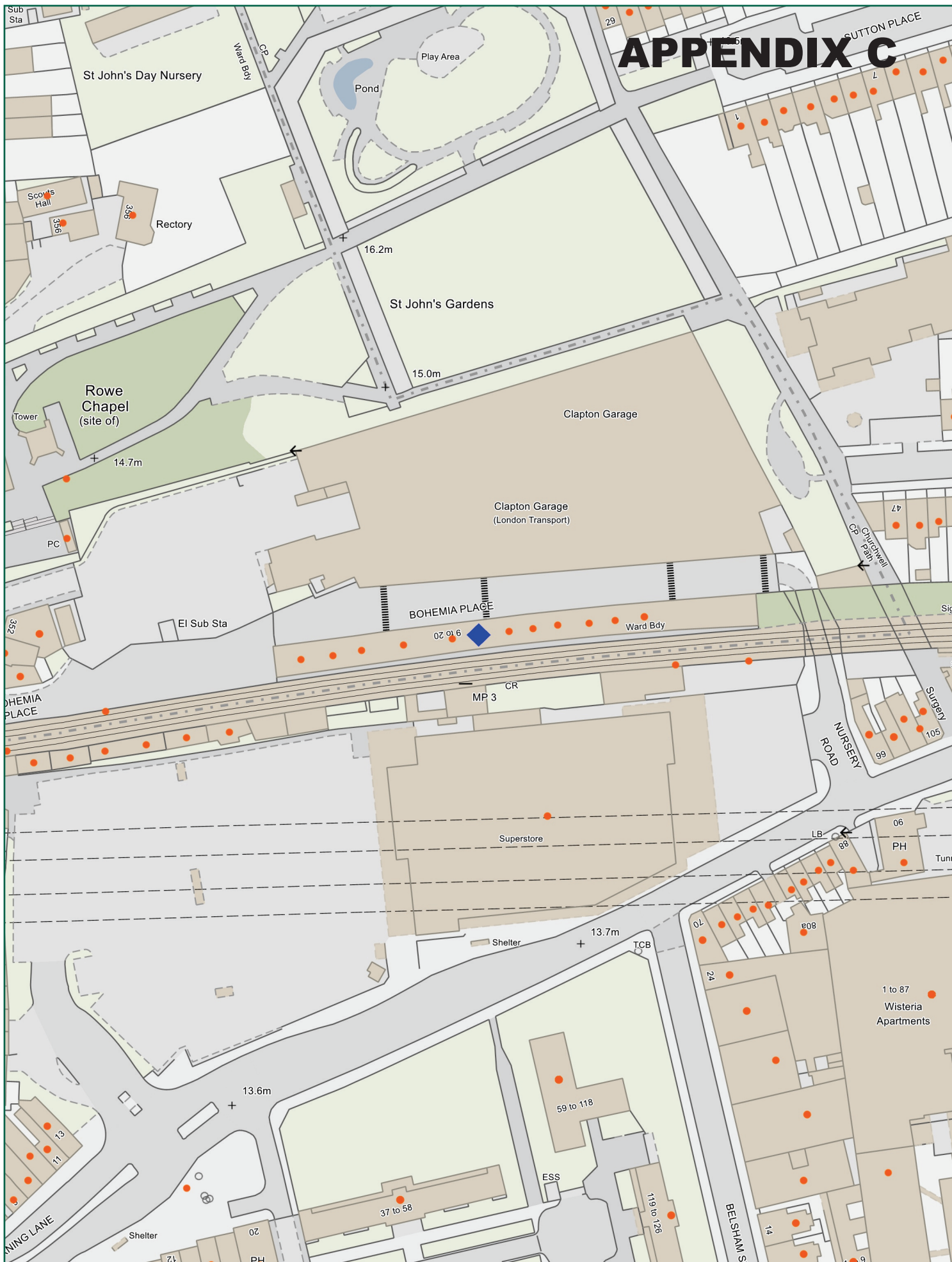
Are there any actions or measures that could be taken to allay concerns or objections? If so, please explain.

- Reduce times for licensable activity taking place 1hr on each day whilst retaining the 30 minute drinking up period.
- Suggest reduced hours for any external area being used.
- Demonstrate what measures will be put in place to minimise public nuisance e.g. provide an acoustic report for the premises and a written dispersal policy.

Name: Channing Riviere (Principal Licensing Officer)

Date: 27/11/2017

APPENDIX C



Scale: 1:1250 at A4



Ref:

02 January 2018

Produced by: unspecified

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