

REPORT OF GROUP DIRECTOR, NEIGHBOURHOODS AND HOUSING		
LICENSING SUB-COMMITTEE: 23/08/2018	Classification DECISION	Enclosure
Application for a Premises Licence Geffrye Museum, Kingsland Road, E2 8EA	Ward(s) affected Haggerston	

1. SUMMARY

Applicant(s) The Geffrye Museum Trust	In SPA No
Date of Application 28/06/2018	Period of Application Permanent
Proposed licensable activity Films Supply of Alcohol (On and Off Premises)	
Proposed hours of licensable activities	
Films	Standard Hours: Mon 10:00-22:30 Tue 10:00-22:30 Wed 10:00-22:30 Thu 10:00-22:30 Fri 10:00-22:30 Sat 10:00-22:30 Sun 10:00-22:00
BOTH:	
Supply of Alcohol	Standard Hours: 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 10:00-22:00
INDOOR:	
The opening hours of the premises	
INDOOR	Standard Hours: Mon 09:00-23:30 Tue 09:00-23:30 Wed 09:00-23:30 Thu 09:00-23:30 Fri 09:00-23:30 Sat 09:00-23:30 Sun 09:00-23:00

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 – Representations from other persons D – Current Time Limited Licence E – Location map
Relevant Representations	<ul style="list-style-type: none"> • Police • Other Persons

2. APPLICATION

- 2.1 **The Geffrye Museum Trust** has made an application for a premises licence under the Licensing Act 2003:
- To authorise the supply alcohol for consumption on and off the premises
 - Regulated entertainment
- 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 currently have a time limited premises licence granted by Licensing Sub-Committee in August 2017. The licence expires on 23rd August 2018. (See Appendix D)
- 3.2 Temporary Event Notices have been given for the venue over the past 12 months as follows:

<u>Date</u>	<u>Times</u>
26/05/2018	10:30 to 21:00
27/05/2018	10:30 to 21:00
28/05/2018	10:30 to 17:30

4. REPRESENTATIONS: RESPONSIBLE AUTHORITIES

From	Details
Environmental Health Authority (Environmental Protection)	No representation received
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	Have confirmed no representation on this application

Area Child Protection Officer	Have confirmed no representation on this application
Fire Authority	Have confirmed no representation on this application
Police (Appendix B)	Representation received on the grounds of The Prevention of Crime and Disorder, Prevention of Public Nuisance
Licensing Authority	Have confirmed no representation on this application
Health Authority	Have confirmed no representation on this application

5. REPRESENTATIONS: OTHER PERSONS

From	Details
1 representation received from and on behalf of local residents. (Appendix C)	Representation received on the grounds of The , Prevention of Public Nuisance,.

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) and 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.

Exhibition Of Films

8. Admission of children (under 18) to the exhibition of any film must be restricted in accordance with: -

(a) Recommendations made by the film classification body where the film classification body is specified in the licence, or

(b) Recommendations made by the licensing authority where the film classification body is not specified in the licence, or the relevant licensing authority has not notified the holder of the licence that this subsection applies to the film in question.

"film classification body" means person('s) designated under s4 of the Video Recordings Act 1984(c.39).

Door Supervision

9. 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

10. Alcohol to be consumed off the premises only applies to sales made in the museum shop, and must be taken from the premises in closed containers.

11. Any outdoor cinema will have sound played via wireless headphones

Conditions derived from Responsible Authority representations

12. 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.

13. 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.

14. 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.

15. 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.

16. 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.

17. There shall be prominent signage requesting customers to leave the premises quietly and respect local residents.

18. 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.

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

20. There shall be no glass, drinks or open containers taken outside of the premises at any time.

21. All off sales shall be in sealed containers and shall not be consumed anywhere on the premises.

22. The front of the premises shall be kept clean and swept at the close of business each day.

23. After 2100hrs there shall be a maximum of 4 smokers outside the front of the premises. This shall be monitored by staff.

24. Male and female SIA registered door supervisors shall be employed at the premises on an operational risk assessment basis. All door 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 times they commence and conclude working. If the door supervisor is 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 other authorised officer upon request.

9. REASONS FOR OFFICER OBSERVATIONS

9.1 Conditions 10 to 11 above are derived from the applicant's operating schedule. Conditions 12 to 24 have been proposed by the police.

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: Geffrye Museum, Kingsland Road, E2 8EA	Licensing Service 1 Hillman Street London E8 1DY

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

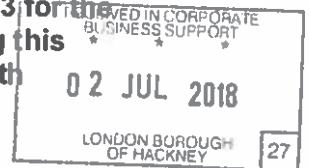
PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

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.

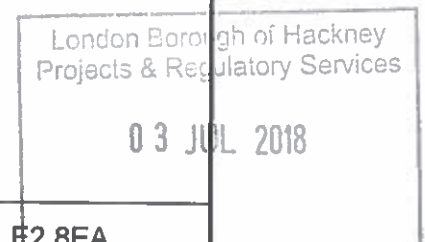
I/We Mr The Geffrye Museum Ltd
(Insert name(s) of applicant)

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			
GEFFRYE MUSEUM KINGSLAND ROAD HACKNEY LONDON			
Post town	LONDON	Postcode	E2 8EA



Telephone number at premises (if any)	
Non-domestic rateable value of premises	£150000

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 The Geffrye Museum Ltd
Address KINGSLAND ROAD HACKNEY LONDON E2 8EA UK-England
Registered number (where applicable) 803052
Description of applicant (for example, partnership, company, unincorporated association etc.) Limited company and charity
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

24-08-2018

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) Museum of the Home in Hoxton, located on a main artery road from the city into NE areas of London. Area is mixed commercial/residential with a busy dining/shopping street adjacent, overground rail line rear, offices to the south of the property and some residential area comprising mainly of flats.

Detached property with loading bay at rear and front and rear gardens, building with mixed heritage due to various building projects that have extended the original Grade I listed building. Building comprises galleries, learning and event spaces for general public and private events, and a shop, as well as offices for museum staff.

A cafe/restaurant will open on site in 2020 (following construction project, but will apply for separate licence.

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)	..
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)	..
	Provision of late night refreshment (if ticking yes, fill in box L)	..
	Supply of alcohol (if ticking yes, fill in box J)	<input checked="" type="checkbox"/>

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	
				Outdoors	
Day	Start	Finish		Both	<input checked="" type="checkbox"/>
Mon	10:00	22:30	Please give further details here (please read guidance note 4) Any outdoor cinema will have sound played via wireless headphones to reduce sound from the road for cinema-goers and eliminate noise from the film travelling to neighbours.		
Tue	10:00	22:30			
Wed	10:00	22:30	State any seasonal variations for the exhibition of films (please read guidance note 5)		
Thur	10:00	22:30			
Fri	10:00	22:30	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)		
Sat	10:00	22:30			
Sun	10:00	22:00			

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	
				Off the premises	
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 5) Alcohol to be consumed off the premises only applies to sales made in the museum shop, and must be taken from the premises in closed containers.		
Mon	10:00	23:00			
Tue	10:00	23:00			
Wed	10:00	23:00			
Thur	10:00	23:00			
Fri	10:00	23:00			
Sat	10:00	23:00			
Sun	10:00	22:00			
			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 6)		

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 Miss Tanith Lindon	
Date of birth [REDACTED]	
Address [REDACTED] [REDACTED]	
UK-England	
Postcode	[REDACTED]
Personal licence number (if known) 841898	
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 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)
Day	Start	Finish	
Mon	09:00	23:30	<p>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)</p>
Tue	09:00	23:30	
Wed	09:00	23:30	
Thur	09:00	23:30	
Fri	09:00	23:30	
Sat	09:00	23:30	
Sun	09:00	23:00	

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)

-Well trained staff are key to the responsible approach by the museum towards sale of alcohol and provision of entertainment. A member of staff from the Geffrye Museum will either be present or contactable during any licensable event held at the premises.

-The Designated Premises Supervisor is trained to BIIAB Level 2 and holds a personal license.

-All sales of alcohol will be supervised by a staff member who holds a Personal License.

-All staff will be advised of licensing law in writing before they are allowed to serve alcohol.

-Training will be provided on premises specific policies relevant to the operation of the site.

A record will be kept of the dates and names of persons trained which can be made available for inspection by the police or licensing authority at any time.

b) The prevention of crime and disorder

- An extensive monitored alarm system is in place across the site to protect it when closed or empty. All staff and private areas are behind magnetic lock coded doors which prevent access by general public while the premises are open.

- CCTV is installed inside and outside the premises. The cameras cover all areas accessible by the public. The date and time settings are captured on the CCTV footage. Recordings are kept in real time on a hard drive and footage is available to download for other agencies such as the police. Recordings are kept on file for at least 28 days. Staff members are trained in the operation of the CCTV system, a trained staff member is on duty whenever the premises are open.

- External lighting creates a means of crime deterrence. Extensive external lighting across the site is operated on a timer and as such is always on in hours of darkness. Additional motion-activated floor lights are fitted at high levels in less accessible parts of the grounds.

- Stewards are employed as door staff to supervise admissions and customers inside the venue.

Door staff are easily identifiable in museum uniform. Additional security is engaged from accredited agencies for outdoor events, or any event that has an additional requirement, following risk assessment. All staff sign in to a register with a log of dates and times worked.

- The museum has a detailed security policy, security incident report forms, evacuation plan and emergency response plan. All these policies are available for inspection at any time by the police or licensing authority.

-All staff are briefed on the schedule and any security issues in advance of the commencement of any licensable event.

-Any event specific door admission policies including age restrictions, expected dress standards or screening of bags will be publicised on ticketing website information pages, through direct email contact with ticketholders and also clearly displayed at the entrance to the premises.

-Any ejecting or refusal of entry due to admission standards or inappropriate behaviour will be logged in a premises log book.

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

- Events will be deliberately capped below the maximum capacity of the premises to afford a comfort factor to patrons and avoid conflict, aggression or violence.
- No glassware drinking vessels may be taken off the premises.
- A zero tolerance policy is in effect across the premises with relation to drugs and carrying of a weapon. Any events where a search policy is in effect will be widely publicised as such with a clear "no search, no entry" message. Should any visitors be suspected of being in possession of drugs or weapons, the police will be called immediately.
- Private events will include secure, manned cloakroom facilities. A lost and found policy is in place in relation to lost/found items at the premises. Passports or ID found are handed in to the local police station. Alcohol for sale by retail in the shop (off-license sales) will be carefully positioned to reduce theft. The items will be away from the doors in a well supervised and well lit area which is clearly captured on CCTV.
- Any drinks promotions at the premises will adhere to industry codes such as those recommended by the British Beer and Pub Association (BBPA) and The Portman Group. This is in addition to adherence with the mandatory licensing condition regarding irresponsible promotions.
- Staff training on the effects of alcohol and how to spot early signs of customers becoming drunk will be provided to give them the knowledge and confidence to deal with drunken patrons.
- Staff will be made aware of their responsibilities under the Licensing Act 2003 and be able to recognise appropriate 'cut off' points for serving drunken customers, so as to reduce the likelihood of aggressive behaviour. When staff are collecting glasses, they can interact with customers and assess the levels of drunkenness. Any concerns will be reported back to a manager.
- A record will be kept of the date and name of persons trained. Records can be made available for inspection by the police or licensing authority.
- Drink-aware posters may be displayed in the premises to remind customers of the unit content in alcoholic drinks and the safe alcohol consumption limits.

c) Public safety

A full risk assessment taking into account public safety has been carried out at the premises to identify potential hazards posed to staff or customers and sets out precautions to manage the hazards, while event-specific risk assessments are written on a regular basis and required from any hirer running a public event. All copies of risk assessments can be found at the premises and made available for inspection.

- First aid boxes are available at the premises and maintained with sufficient in date stock.

All our First Aiders are fully qualified (First Aid at Work). We also have one person trained in Paediatric First Aid.

- A first aid room or quiet room can be made available to anyone requiring medical attention.

Temperature levels and humidity in the premises is controlled for the comfort and safety of customers.

- Capacity is set not only for the premises overall but also for individual rooms within the premises. Capacity was determined by a risk assessment in consultation with the fire safety authority. A policy to manage capacity is adopted to prevent overcrowding and localized overcrowding, and the premises uses manual clocking systems to monitor the total number of guests to the premise. During licensable events, a hand held clicker is used to monitor capacity and a 1 in, 1 out policy is in place once capacity is reached. Licensable activities are

deliberately capped below capacity to afford a comfort factor to patrons.

- Glass collection is constant with staff collecting glasses and preventing glassware from being taken off the premises. Glassware is not be allowed to accumulate or cause obstruction.

Perimeter checks are made outside the premises for any glasses or bottles at regular intervals.

All staff are made aware of the glass collection policy and their responsibility for the task.

- Spillages and broken glass are cleaned up immediately to prevent floors from becoming slippery and unsafe. Bottle bins are secure at all times and away from public areas.

- A written policy to deal with all types of accidents & emergency incidents is in place at the premises. The policy is based on risk assessments and includes matters such as emergency management, contingency planning and evacuation procedures in the event of fire, bomb threats or suspect packages and when to contact emergency services.

- Evacuation responsibilities and roles are clearly communicated to staff, routes and exits are well defined and evacuation plans exercised regularly.

- A copy of the fire risk assessment is kept at the premises and can be made available for inspection by the fire authority and licensing authority.

- A fire detection system is in place at the premises and is fully functional at all times. The system is tested regularly with records kept which can be made available for inspection.

Means of escape in case of any emergency is clearly visible, unobstructed and well maintained including areas outside exits leading to a place of ultimate safety such as the street.

- Checks are carried out before opening each day to ensure that exits are unlocked and unobstructed.

- Fire equipment is checked and maintained regularly with a record kept of the date and findings of the checks.

- Staff training in fire safety and the premises safety policy is provided for all staff to give them the knowledge and confidence to deal with emergency situations, including location of equipment, utilities, services and layout of premises. Training includes how to use fire extinguishers.

- Records are kept of the dates and names of persons trained and can be made available for inspection. An accident book is kept in order to record all accidents or incidents and can be made available for inspection.

- A zero tolerance policy to the use of drugs in the premises has been adopted, refusing entry to anyone who appears to be showing signs of drug use and contacting the emergency services in appropriate circumstances. In such cases, an entry is made in an incident log book.

A duty of care policy regarding persons suffering adversely from the effects of drugs is in place at the premises. The policy includes drug awareness training for all staff so that they can recognise the effects of controlled drugs and provide medical attention where necessary.

All staff are briefed on the policy. A record is kept of the date and name of person trained.

If a customer suspects that their drink has been spiked, we will report it to the police immediately. A process for this is clearly set out in our duty of care policy.

- Staff are made aware of their responsibilities regarding smoke-free legislation and for monitoring compliance.

- We discourage drink driving by promoting schemes such as Designated Driver, with notices clearly displayed throughout the premises. Display information to customers with regards to safe options for travelling home such as Cabwise.

Information includes contact details for licensed taxi cabs or licensed private hire vehicles, the location of taxi ranks and public transport facilities including night bus options. Provide a safe taxi waiting area for customers inside the premises.

- All licensable events have a 'chill out' period of 30 minutes at the end of an evening when lights are on, music is stopped and the attendees are given time to slowly disperse.

d) The prevention of public nuisance

The museum keeps regular contact with our closest neighbours, sending programme update mailings and hosting open evenings to offer the opportunity for neighbours to air any concerns with the museum team in person.

- A noise management policy is in place that sets out sound attenuation measures to prevent or control noise breakout from the premises. The policy is based on the findings of an acoustic consultant's assessment. All event staff are trained on the content of the policy to ensure a commitment to good noise management. Any entertainment providers or event hirers will be made aware of the policy in advance of any licensable activity.

- Sound played during any outdoor cinema screening will only be broadcast through wireless headphones.

- Noise monitoring is actively carried out on a regular basis and in particular when a new form of entertainment is introduced at the premises, when alterations are made to the premises or when a complaint is made directly to the venue. A log book will be kept of any noise monitoring carried out, the findings and any remedial action taken. The log will indicate whether it was routine noise monitoring or the result of a complaint.

The log book can be made available for inspection by the licensing authority or environmental health responsible authority.

- A contact telephone number and email address is available to local residents which they can use to report noise disturbances to a responsible person at the venue as and when they occur. The phone line is available at all times including when the licence will be in use.

- Neighbours will be regularly updated with plans for outdoor and /or late running events, with contact details of the responsible staff member shared in case of issue.

- Sufficient staff will be available at the end of an evening to manage a controlled shut down of the premises and maintain good order as customers leave.

- We can display prominent notices close to the exit doors, requesting patrons to leave the premises quickly and quietly.

- Provide an internal taxi waiting area for customers to prevent noise disturbance to neighbours.

- Staff will regularly monitor and manage external areas to ensure that customers are not causing a disturbance to local residents.

The gates, bushes and railings provide a physical barrier to mark the boundary of the external areas of the premises where customers are allowed.

We do not permit customers to congregate on and block the public highway to passers by.

Staff and performers who depart late at night or in the early hours on the morning when the business has ceased trading, should conduct themselves in such a manner as to avoid causing disturbance to nearby residents. This includes the loading and unloading of equipment.

- Commercial deliveries, collections and storage/disposal of waste, including refuse collections and storage/disposal of waste and recyclables in external areas

is restricted.

- Regular patrols of the areas outside the premises will be undertaken by staff to clear any litter attributable to the premises.
- Floor mounted cigarette bins are available in designated smoking areas for customers.

e) The protection of children from harm

A documented policy setting out measures to protect children from harm is in place at the premises. The policy considers all activities associated with the premises including the sale of alcohol and the provision of regulated entertainment and when children should be allowed on or restricted from the premises.

All staff including door staff and bar staff are trained on the policy.

Restrict access to children depending on the nature of the business and/or circumstances.

The admission of children can be restricted up until a specified time in the evening.

The admittance of children can only be permitted if they are accompanied by an adult.

- Operate a strict 'No ID - No Sale' policy. A 'Challenge 25' scheme gives staff additional support and encouragement to ask for ID from any person appearing to be under 25 years of age to prove that they are over 18. Only accept photographic driving licences, passports or PASS (Proof of Age Standards Scheme) cards approved as means of ID. If other forms of ID such as EU National ID cards, these must bear a photograph, date of birth and holographic mark.

Prominently advertise the scheme in the premises so that customers are aware.

Display posters at the premises stating that it is an offence to purchase alcohol on behalf of an underage person (proxy sales).

Adverts or promotions for alcohol should not appeal to young persons.

Keep a refusals book on the premises and ensure it is completed whenever a sale is refused to a person who cannot prove they are over the age of 18. The book will contain the date and time of the incident, a description of the customer, the name of the staff member who refused the sale, and the reason the sale was refused.

The book can be made available to Police and authorised Council officers on request. The book will be reviewed on a regular basis to see if any patterns emerge. Staff training in the age related sections of the Licensing Act 2003 will be provided to all door, bar and till staff. This includes the ability to competently check customers' identification where necessary. A record will be kept of the date and name of person trained.

- Staff are trained to check ages for film screenings at point of sale and prior to entry to any screening room to ensure that admission of children to films is in accordance with the recommendations of the British Board of Film Classifications (BBFC).

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	Tanith Lindon
Date	28/6/2018
Capacity	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.

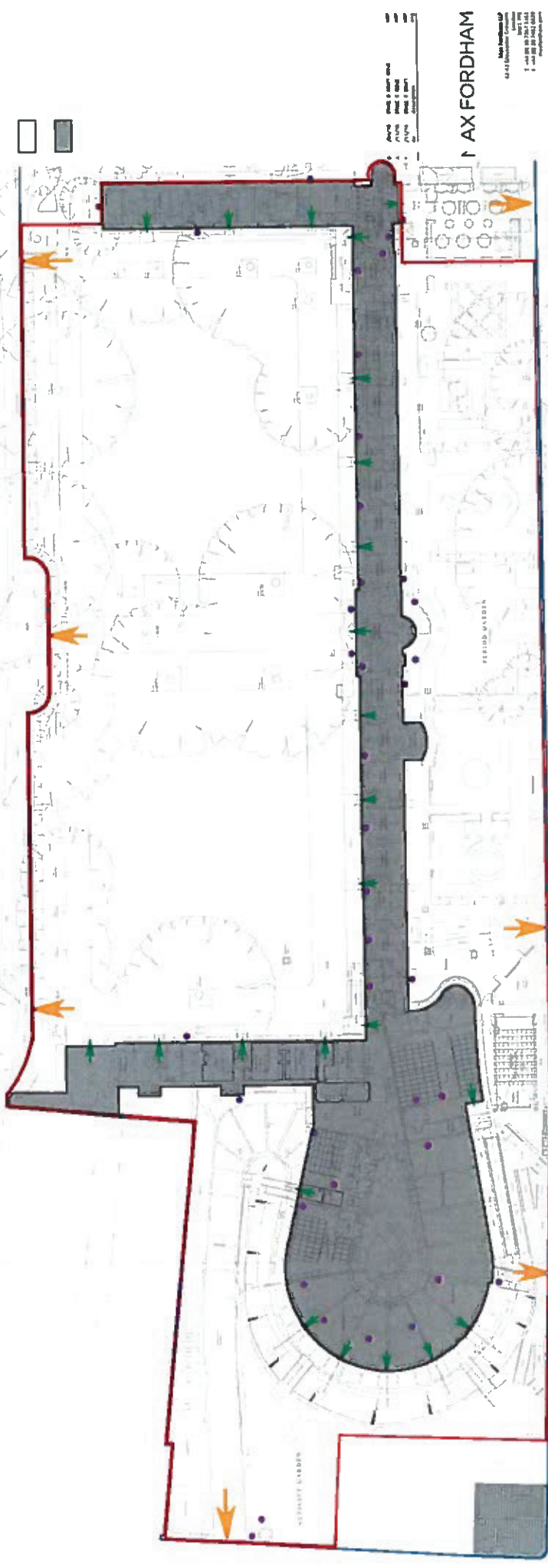
Signature	
Date	28/6/2018
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14) Premises Address UK-England			
Post town		Postcode	
Telephone number (if any)			
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			

Notes for Guidance

- Describe the premises, for example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
- In terms of specific regulated entertainments please note that:
 - Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
 - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the

- Site boundary
- Proposed accessible area
- See Exit
- Building Exit
- CCTV location



AX FORDHAM

100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200

WRIGHT & WRIGHT
ARCHITECTS

100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200

GEFFREY MUSEUM

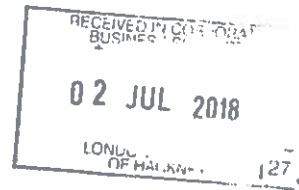
100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200

EXISTING SITE SERVICES
LAYOUT

100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200



The Licensing Authority
Licensing Service
2 Hillman Street
London E8 1FB



28 June 2018

PREMISES LICENCE APPLICATION FOR THE GEFFRYE MUSEUM
Ref: CAS-1543219-Z1Y0Z5

Please find enclosed a hard copy of the submitted premises license application for the Geffrye Museum at 136 Kingsland Road, E2 8EA.

The Geffrye Museum is part-way through a major project entitled *Unlocking the Geffrye*, comprising a multi-million pound capital redevelopment designed to help secure our future financial stability, and enhance the museum's position as a major cultural attraction in Hackney.

The redevelopment project has been supported by the National Lottery Fund, Arts Council England and the DCMS, as well as numerous private donors. A key part of the strategy for the Geffrye's future is the ability for the museum to generate a large proportion of its own income. Much of this will be made through public programming and community engagement, along with private events within the venue.

Please see the enclosed support documents for an overview of the type of licensable activities we are currently running, and planning for the future. Do get in touch if you would like a digital copy of the application documents.

We would welcome the opportunity to show you round the museum and explain our plans in more detail. If you would like to come and meet during the 28-day application period to discuss the plans and any other queries or concerns you may have arising from the licence application documents, please get in touch using the details below.

Yours sincerely,



Tanith Lindon
Commercial Manager





Introduction

The Geffrye Museum of the Home welcomes over 120,000 people to its Grade I listed buildings and beautiful gardens in Hoxton each year. Our visitors explore and enjoy the period rooms, gardens, café, shop and an inspiring programme of special events, exhibitions and activities for all ages. The museum makes a vital contribution to the vibrant, cultural landscape of Hackney and East London.

The main museum and period gardens are currently closed until early 2020 for our capital redevelopment project – *Unlocking the Geffrye* - but we are continuing to run a programme of events and activities in the front gardens for a broad range of visitors.

We want to open up the Geffrye for all our visitors and the local community by developing our existing buildings, creating new spaces and safeguarding the museum for future generations. *Unlocking the Geffrye* will enhance everyone's experience with improved access, new galleries and more of our collections on display. We have already raised £17m from the National Lottery, the DMCS, trusts and foundations and individuals to deliver this ambitious £18m project.

Alongside the capital project, developing the financial sustainability of the museum through fundraising and commercial activities is vital to the Geffrye's long-term future. To support this, we want to engage diverse audiences through a mixed programme of arts, cultural activity and events, alongside a varied food and drink offer on-site. We need flexibility to offer variety and choice to our visitors – and in doing so surprise our existing audiences and encourage previously unfamiliar audiences to experience the Geffrye and all it has to offer.

<http://londonist.com/2013/03/top-10-things-to-do-in-the-borough-of-hackney>

<https://digitalcityblog.wordpress.com/2012/08/02/ten-great-things-about-hackney/>



Unlocking the Geffrye

Why does the Geffrye need to develop?

We want to open up our buildings, gardens, collections and archives for all our visitors to enjoy. The museum is at capacity – which is great news – but at busy times it means the building is often congested and overcrowded, so we need to develop the museum to improve existing spaces and create new ones. Over 120,000 visit the museum every year and numbers are rising, so developing the museum is crucial to offering our visitors the best possible experience. By developing our existing buildings and creating new spaces and ways to access the museum, visitors will be able see more of our collections, get more involved with activities and events and move around the museum and gardens more easily.

What will be in the development?

Currently only 30% of the museum's buildings are accessible to the public; the proposed development will increase this to 70%. The main focus of the development is the museum's 18th century, Grade I listed almshouses which we plan to open up and make much better use of.

Period of closure

The museum's main building and period gardens closed to the public on 8 January 2018, and will remain so for at least 2 months. While these vital works are carried out we intend to utilise alternative indoor and outdoor spaces of the museum to deliver a vibrant and diverse schedule of activities, continuing to build on our successful and well attended public programme. With a mix of exhibitions/installations, performance, food & drink, family fun days, gardening events, educational activities, school visits and more, it is essential that the museum is able to continue to operate both in terms of community engagement and sustainability.

Programming

A commercial programme was piloted in 2015 as part of an Arts Council funded initiative to improve the museum's financial resilience. This funding came to an end last year and now the programme self-funds, creating much needed additional income during the museum's closure.

In the 6 months since the main building closed, the programme of public events has attracted over 9,000 visitors, continuing our audience development and generating vital revenue through ticket sales and secondary spend, as well as maintaining a public presence within the local community.

To continue to build and extend this successful events programme it is essential that the museum has the flexibility to utilise all its spaces in new and surprising ways to ensure repeat visits and attract new audiences.

Some examples of current programming include:

Urban Lush – May 2018



A free garden-themed community event as part of the Chelsea Fringe festival, this fete-style open day attracted a broad demographic, from babies to pensioners. We offered market-style stalls, workshops, food and activities including a local cycle ride and vegetable carving competition. We worked in partnership with a variety of artists, businesses and charities to create a very popular, locally-rooted fun day.

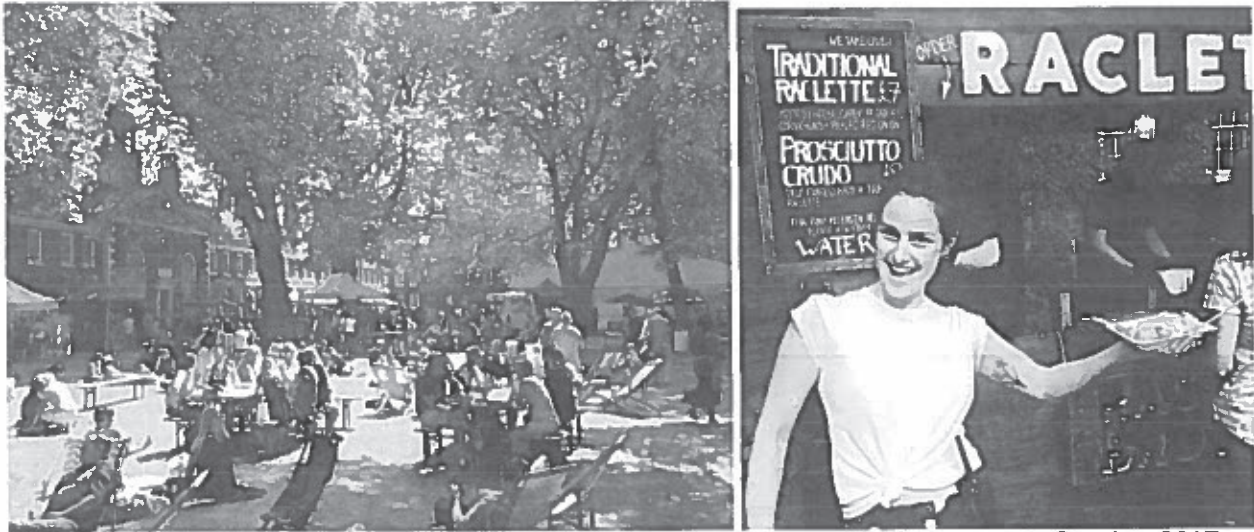
The success of this event has led us to commit to planning several more within the calendar year, focusing around seasonal events.

Capacity: 500

Event type frequency: 2-3 times per year



The London Cheese Project – May 2018



This 3-day festival of cheese returned in May 2018 after a hugely successful first event in October 2017. Featuring over 30 independent cheese makers, mongers and street food stalls, this event was very well attended, with an accessibly low ticket price and community giveaways.

Capacity: 3600 per day
Event type frequency: 3-4 times per year

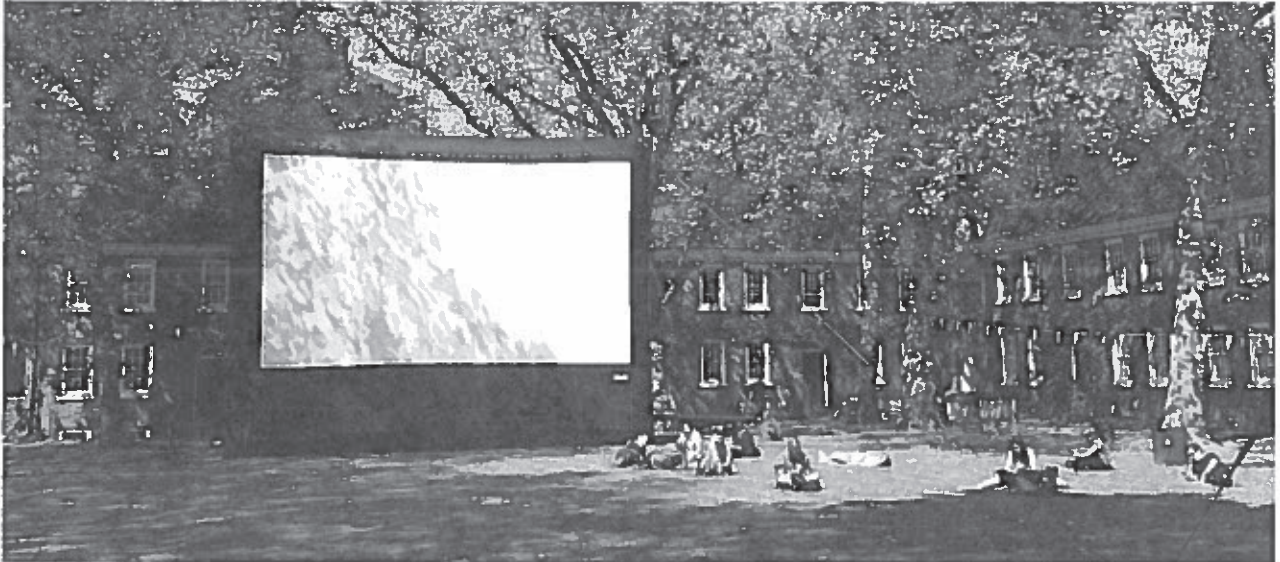
Beautiful Allotment – July & August 2018



The Geffrye museum has partnered with innovative events company Bourne & Hollingsworth to create an immersive garden experience this summer, with a truly organic outdoor pop-up bar and restaurant. Taking creative inspiration from an English allotment and making a beautiful space for eating, drinking and relaxing in the middle of Hackney. There will be greenhouses and potting sheds, raised plant beds and BBQ areas, serving fresh, seasonal and sustainable food and drink using ingredients grown on the grounds. Entry is free, and B&H will host special children's activities during the daytimes in August.

Capacity: Up to 400 per evening
Event frequency: 4 evenings a week, plus weekend daytimes

Luna Cinema – September 2018



As specialists in outdoor cinema in heritage venues, Luna are an excellent fit for the Geffrye Museum, and come to us for two dates in the autumn. The screenings will be hosted on the front lawns on a full size inflatable screen, supported by an outdoor food and drink offer, with sound played through wireless headphones to ensure perfect quality for guests and no disruption to local residents.

Capacity: 500 per event
Event frequency: two dates, in future we could programme a longer season

Art installations and outdoor theatre - Summer Months



Many artists have brought their unique and inventive work to unusual spaces at the Geffrye Museum. This spring, we hosted local artist Meital Tzabari's organic installation of figures created from fallen leaves from the Geffrye's own iconic London plane trees. In the autumn we will welcome The Handlebards performing two Shakespeare plays on bicycles.

Capacity: 160 per performance

Event type dates: Summer months for short runs and single dates

Craft workshops & private dining – autumn / winter



The colder months are a good time to focus in on the artisans and craftspeople whose skills feature in so much of the Geffrye's displays. We intend to host a series of participatory workshops over the autumn and winter with local makers as workshop leaders.

The panelled Georgian room will also be offered as a private dining room for both festive private bookings and corporate events.

Capacity: 40

Event date: October to December 2018

Outdoor family activities – spring / summer



The participation team are planning a series of family friendly outdoor activities across the museum's front lawns, focusing on school holidays. These offer a reason to visit the Geffrye Museum while the galleries are closed and another reason to visit again once the museum reopens, creating vital audience development



while offering broad appeal to London families. These activities are supported by artists and learning practitioners, and supported by appropriate food and drink offers to generate revenue.

Summary Statement

The Geffrye Museum is a vital part of the cultural landscape of Hackney. To support the commercial sustainability of the museum and ensure the future of the museum we hope to utilise this Premises License to provide a wide and engaging range of activities for all audiences throughout the period of closure and beyond.

When the museum reopens in spring 2020, our visitor numbers are projected to increase to 170,000 per year. Our construction project involves the opening of brand new spaces that will be multi-use and able to play host to a broader range of exciting events and activities than ever before. This licence will allow the museum the flexibility to deliver a diverse programme of activity to all our visitors, and develop our commercial activities to ensure a sustainable future for the museum.

As part of the museum's ongoing community engagement strategy, we are in regular contact with our immediate neighbours, sending updates on the capital project and information on planned activities. This ensures that they can take part in the public programme, and have a clear line of communication if they have any concerns. Feedback since the current licence was granted has been supportive, and we are discussing the current application openly with local residents.

- Site boundary
- Proposed licensable area
- Site Exit
- Building Exit
- CCTV location



MP	DATE	DESCRIPTION
MP	17/15	STAGE B SHMT ISSUE
MP	17/15	STAGE C SHMT
MP	17/15	STAGE C SHMT
MP	17/15	STAGE C SHMT
MP	17/15	STAGE C SHMT

AX FORDHAM

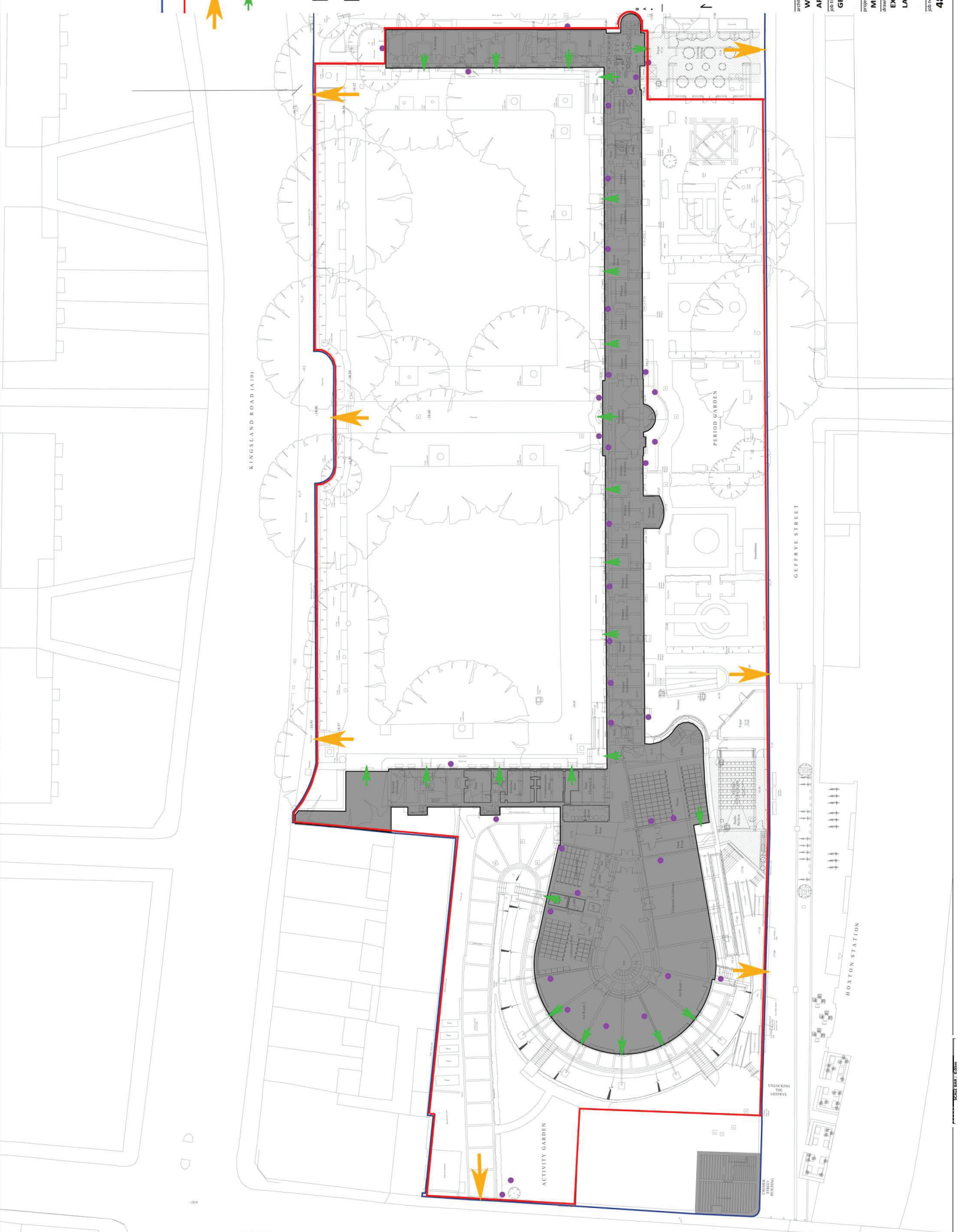
Max Fordham LLP
 42-43 Edgware Road
 London NW2 2DQ
 T: +44 (0) 20 729 3163
 F: +44 (0) 20 729 3164
 www.maxfordham.com

WRIGHT & WRIGHT
ARCHITECTS
 100, The Quadrant, London, SE1 1TL
 T: +44 (0) 20 7923 1234
 F: +44 (0) 20 7923 1235
 www.wrightandwright.com

GEFFRYE MUSEUM

PROJECT LEADER: MGP
 DATE: NOV '15
 SCALE: 1:250
 DRAWING TITLE: EXISTING SITE SERVICES LAYOUT

TITLE: 4882 A[-]J010 / B
 DATE: 15/11/15
 REV: 1



APPENDIX B

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

APPLICATION PREMISES

NAME & ADDRESS OF PREMISES	Geffrye Museum Kingsland Road London E2 8EA
NAME OF PREMISES USER	The Geffrye Museum 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 GEFFRYE MUSEUM, KINGSLAND ROAD, LONDON, E2 8EA for the following reason(s):

Police have received an application to licence almost the entire footprint of the Geffrye Museum to authorise the sale of alcohol on and off the premises. Police would like to clarify whether it is necessary for the entire area to be licensed.

What is the capacity of the whole area?

Would there be instances where there is more than one event happening at the same time?

What policies and procedures are in place during an event in relation to SIA door supervisors?

Are events booked well in advance or are there occasions when a large event is booked at short notice?

How are these events risk assessed and by whom?

Will there always be a personal licence holder on duty whenever alcohol is being sold?

Are the grounds currently being used?

Are outside traders that come onto the site to sell alcohol from stalls etc given and asked to sign a contract or similar with the rules and responsibilities laid out clearly?

The application mentions that a café/restaurant will open on the site in 2020 and will hold their own separate premises licence. Is this in the corner area that has been left outside the red line on the plan?

Police have put together a set of conditions which encompass many of the points made in Section M of the application. These conditions should be considered by the applicant and then attached to the licence should it be granted.

Police would like to meet on site with the applicant to further discuss this application and ensure the promotion of the licensing objectives.

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
Geffrye Museum,
Kingsland Road, E2 8EA

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. 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. 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.
6. There shall be prominent signage requesting customers to leave the premises quietly and respect local residents.
7. 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.
8. The premises shall adhere to Hackney Police Weapons and Drugs Policies and any updates thereof.
9. There shall be no glass, drinks or open containers taken outside of the premises at any time.

10. All off sales shall be in sealed containers and shall not be consumed anywhere on the premises.
11. The front of the premises shall be kept clean and swept at the close of business each day.
12. After 2100hrs there shall be a maximum of 4 smokers outside the front of the premises. This shall be monitored by staff.
13. Male and female SIA registered door supervisors shall be employed at the premises on an operational risk assessment basis. All door 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 times they commence and conclude working. If the door supervisor is 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 other authorised officer upon request.

**FURTHER CONDITIONS MAY BE ADDED AFTER DISCUSSIONS
WITH THE APPLICANT.**

APPENDIX C

Mike Smith

From: [REDACTED]
Sent: 17 July 2018 17:24
To: Licensing
Subject: Geffrye Museum Application to renew license
Attachments: RE: Follow up; Re: Event today ; RE: LICENSING ACT 2003: The Geffrye Museum,136 Kingsland Road, London, E2 8EA; RE: Geffrye Museum 136 Kingsland Road

I would like to object to this license application on the grounds of prevention of a public nuisance.

I have lived [REDACTED] to the Geffrye Museum in Sovereign Mews since 2001. For most of that time the Museum has been an oasis of calm, with the only sound in the evenings being the toll of the 18th century bell, a piece of London's eighteenth century soundscape which has been allowed to lapse after nearly 300 years.

In the last two years that has changed and it is the intention of the management team to continue to intensify use of the gardens in the evenings. I am sympathetic to the need for the Museum to make use of its assets but insofar as this is to the detriment of local residents ability to have quiet enjoyment of our homes and gardens I believe it reasonable to resist this.

It is also noticeable (in my opinion) that the focus seems to be away from children and more towards entertainment for adults, local or otherwise. Kids cannot play on the front lawn when it is closed for private/ticketed events.

Current plans are to establish a beer garden for the remainder of the summer (<https://www.beautifulallotment.com/>). I have nothing against beer gardens but I would rather not live next door to one.

I attach (and enclose below) a sample of the correspondence I have had with the Museum (and LB Hackney) on this issue since last Summer. Consent to license was granted on the basis that **no** noise nuisance occurred for local residents. This has not been achieved. It is the case that to date this year the noise nuisance has been less than it was in certain events last Summer/Autumn but there has still been noise nuisance.

The Licensing Committee will no doubt be fully cognisant of its own policies to avoid further intensification of licensed premises in this part of Hackney. The big issue for me is amplified music which is far more intrusive than the sound of people talking and drinking in an outdoor environment.

Yours sincerely

[REDACTED]



[Redacted]

to me ▾

Dear [Redacted]

Further to your complaint about repetitive bass beats from the museum, I visited the muse further noise disturbance to nearby residents.

Furthermore, I have written a warning letter to the premises in respect of the reported repe respect of the matter at this stage.

Accordingly, I have now closed your complaint, however, if you experience further noise di

Please contact me if you have any queries or wish to discuss the matter.

Regards,

[Redacted]
Environmental Protection Officer
Environmental Protection Team
Environmental Health, Business Regulation & Public Realm
London Borough of Hackney
Hackney Service Centre
[1 Hillman Street](#)
Lodnon
E8 1DY

[Redacted]

Mike Smith

From: [REDACTED]
Sent: 21 June 2018 20:42
To: [REDACTED]
Cc: [REDACTED]
Subject: Re: Event today

Can hear it now over the sound of 5 kids wide awake on solstice. Intrusive

[REDACTED]
[REDACTED]

On 21 Jun 2018, at 13:12, [REDACTED] wrote:

Hi [REDACTED]
We have an evening event today, much the same format as previously, but I wanted to get in touch as I have been called away at short notice due to a family emergency.
If you have any issues, or need to get in touch with someone here, please give [REDACTED] a call: [REDACTED]
[REDACTED]

She is in charge of the event and will be able to help.

Best,

[REDACTED]
[REDACTED]

The Geffrye Museum of the Home
136 Kingsland Road, London E2 8EA

[REDACTED]
www.geffrye-museum.org.uk

Please note that I work 4 days a week currently

The Geffrye is now closed for a transformational, two-year development. Donate [now](#) to help us [unlock the Geffrye](#).

Keep in touch with the latest news and events while we're closed:

<image001.png><image002.png><image003.png> <image004.png> <image005.png><image006.png>
>

This email has been scanned by the MessageLabs Email Security System on behalf of Geffrye Museum.

For more information please visit <http://www.symanteccloud.com>

Mike Smith

From: [REDACTED]
Sent: 14 June 2018 16:59
To: [REDACTED]
Subject: RE: Follow up

[REDACTED]

Not sure if we have always been about but the events I have been aware of have not been overly intrusive (though there was the sound of Camila Cabello drifting over a couple of Thursdays ago that added nothing to my evening). It was acceptable though.

No contact re the damp.

[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]

[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

From: [REDACTED]
Sent: 13 June 2018 11:57
To: [REDACTED]
Subject: Follow up

Hi [REDACTED]

I hope you're well. I'm just emailing to check in, as we have now had several large outdoor events since we met at the end of May. I've been here throughout to monitor the sound (and the events in general) and wanted to know if there have been any issues for you?

I have done regular walk-rounds both in the gardens and around the streets that circle the Geffrye and struggled to hear much above traffic noise, but am keen to know if you have been impacted.

Also – has anyone been in touch with you about the damp wall? I can chase up if not.

Best,

h

From: [REDACTED]
Sent: 22 May 2018 18:55
To: [REDACTED]
Subject: Re: New contact at the Geffrye Museum

Got it thanks

[REDACTED]
[REDACTED]

On 22 May 2018, at 18:52, [REDACTED] wrote:

Trying again!

Begin forwarded message:

From: [REDACTED]
Date: 16 May 2018 at 16:49:14 BST
To: [REDACTED]
Subject: RE: New contact at the Geffrye Museum

Hi [REDACTED],

Thanks for getting back to me so quickly. And yes of course, below are the events planned on the front lawns to date. I've put a little description by each, but feel free to ask any extra questions.

19th May Urban Lush (10am-6pm): free, family-friendly garden-themed event with plant stalls and workshops and a local cycle ride.

26-28th May London Cheese Project: 3-day festival of cheese on the bank holiday weekend (happened in Oct last year too), ticketed.

10.30am – 9pm Sat and Sun, 5.30pm on the Monday.

31st May London History day – free drop-in event with activities and workshops, daytime only

6th June Private event for Geffrye staff and contractors, evening.

7th June Corporate hire of the marquee, evening.

9th June Open house families – free drop-in event run by our young producers' programme, with activities and workshops, daytime only

23rd June Corporate hire of the marquee, family fun day running 1-6pm.

29th June Corporate hire of the marquee, evening.

30th June Corporate hire of the marquee, family fun day running 12-5pm.

In August we will have some drop-in children's activities on the lawns over the summer holidays, these will involve some pop up tents and craft tables, running 16-17th, 23-24th, 30th-31st during the daytime.

4th + 7th Sept *The Handlebards* doing two Shakespeares (bit TBC at the moment, but it would be one evening show per night, very lo-fi without any formal staging, seating or amplification)

[REDACTED]
[REDACTED]

From: [REDACTED]
Sent: 16 May 2018 10:17
To: [REDACTED]
Subject: [REDACTED]

Dear [REDACTED]

I'd like to introduce myself as the new Commercial Manager here at the Geffrye. If you have any questions or concerns relating to the museum's commercial activity while the main building is closed for redevelopment, please contact me.

As one of our neighbours, you will hopefully by now have received a letter from the museum's director with an update on what's been happening since the *Unlocking the Geffrye* project began. The letter includes an invitation to an informal drop-in on **Tuesday 22 May, 6 – 7.30pm** with myself and other members of the team to chat about our upcoming plans.

Our premises licence is due for renewal in August, and we would welcome this opportunity to meet you and discuss any thoughts you have face-to-face. We can use that time to elaborate on proposals in a bit more detail, answer questions, and get your feedback before any official submission to Hackney council is made.

If you'd like to chat, but aren't free on 22 May, just get in touch directly and we can arrange another time.

Best wishes,

[REDACTED]
Commercial Manager

The Geffrye Museum of the Home
136 Kingsland Road, London E2 8EA

[REDACTED]
[REDACTED]

Please note that I work 4 days a week currently

The Geffrye is now closed for a transformational, two-year development. Donate [now](#) to help us [unlock the Geffrye](#).

Keep in touch with the latest news and events while we're closed:

<image001.png><image002.png><image003.png> <image004.png> <image005.png><image006.png>

This email has been scanned by the MessageLabs Email Security System on behalf of Geffrye Museum.

For more information please visit <http://www.symanteccloud.com>

—

This email has been scanned by the MessageLabs Email Security System on behalf of Geffrye Museum.

This email has been scanned by the MessageLabs Email Security System on behalf of Geffrye Museum.

For more information please visit <http://www.symanteccloud.com>

This email has been scanned by the MessageLabs Email Security System on behalf of Geffrye Museum.

This email has been scanned by the MessageLabs Email Security System on behalf of Geffrye Museum.
For more information please visit <http://www.symanteccloud.com>

Mike Smith

From: [REDACTED]
Sent: 06 July 2017 11:17
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Geffrye Museum 136 Kingsland Road

Hi [REDACTED]

Thanks for coming back to me. The fact that the Geffrye have not applied for a license for amplified music events is a considerable comfort. It is this that has the most detrimental impact on the Mews as the sound tends to bounce around what is otherwise a surprisingly quiet area. Live music is fine as far as I am concerned as long as not amplified. It is never quite so relentless.

I understand the need for hosting more events and wish you well with them. But please don't forget that the Museum and its gardens are a haven of peace at the moment and it would be a shame to lose that.

Rgds,

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: 06 July 2017 10:50
To: [REDACTED]
Cc: [REDACTED]n
Subject: Re: Geffrye Museum 136 Kingsland Road

Dear [REDACTED],

Many thanks for your email and thank you for giving us the opportunity to explain the future plans of the museum to you in more detail.

The application is now live on Hackney Council website but I have attached the application document along with our support document for your interest, this gives an overview of the type of activity we would hope to carry out in the future. Our aim with this license application is to allow us to offer a wider variety of

activities for museum visitors and the local community as well as generate vital income to support the museums exhibitions and learning activities. At a time when funding is constantly decreasing in the arts and heritage sector, the museum faces an increasing challenge in operating as a sustainable business and we hope that these activities will contribute to allow us to continue our work for another 100 years.

We are very aware of local residents and do our very best to minimise any impact, with this in mind please note that we have not applied for a license for live or amplified music and music events do not form part of our public programme strategy. Please also note that any outdoor film screenings will be shown with the sound broadcast through wireless headphones, not over a speaker system, it is intended that this will become a condition of the license for any outdoor film screenings. We would hope that local residents would be key supporters of the museums future activity and we would be so pleased to have you to attend any of our events. From our activities over the last few years we have had lovely feedback from neighbours, including a resident of your buildings who attended one of our garden events and commented on how discreet it was, she had not even realised that it was happening in terms of noise impact when she was at home.

With regards the the new Learning Pavilion, this building is intended as an education space and will see heavy use in the daytime for visiting school groups. The Studio building at the South end of the site (next to the current cafe), will be a space which will be utilised for performances, small indoor film screenings, talks and other public programme events. This space is being acoustically treated to minimise sound leakage and also to ensure outside noise such as the overground trains does not impact on the events taking place inside the building. As such, there should be zero impact on local residents.

The front lawns of the museum are a great local asset and we hope to encourage more people to use the space and break down the preconception that some may have that museums are not for them, or that the building is too intimidating to approach. We aim to enhance the museums relationships with local community groups, involving them in our public programming and engaging with all varieties of visitors. If we could start a dialogue with this conversation that we can continue in to the future it would be a great way for us to work collaboratively with our neighbours to ensure that everyone can make the most out of the museum and its beautiful surroundings.

Would you be able to drop in to the museum some time for a coffee and talk at more length about your concerns and the best ways we can work together?

Best wishes,

[Redacted signature]

[Redacted address line 1]
[Redacted address line 2]
[Redacted address line 3]

[Redacted address line 4]
[Redacted address line 5]
[Redacted address line 6]
[Redacted address line 7]

[Redacted address line 8]
[Redacted address line 9]





From: [REDACTED]
Sent: 03 July 2017 20:19
To: licensing@hackney.gov.uk
Cc: [REDACTED]; [REDACTED]
Subject: Geffrye Museum 136 Kingsland Road

Dear Sirs,

I am writing in connection with the application made by the Geffrye Museum Trust for a premises license for the Museum.

I wish to make a representation as an interested party. I have concerns over issues of public nuisance and, to a lesser extent, the protection of children from harm.

I live in Sovereign Mews and my back garden abuts the northern boundary of the Geffrye Museum.

On most evenings I currently have quiet enjoyment of my garden partly because the Museum garden is not used on many evenings of the year. However when it is it can be disturbing, particularly when events involving amplified sound take place.

Recent cinema events in the front garden cause a minor disturbance but when events take place in the rear gardens this can be very intrusive. I complained about this at the time the recent planning application was being made and expressed concerns both to the then director David Dewing and the local authority that the intensification of use (the building of a "learning pavilion" on the garden as well as expansion at the southern end of the site) would have a detrimental impact for residential neighbours.

The license application reinforces that concern.

I cannot currently access a copy of the application on your website (and would be grateful to receive a pdf of it by email) but am concerned that outdoor cinema events alongside alcohol licenses to sell drinks in the garden late into the evening will keep not just my children awake (as with past events) but me as well. Sovereign Mews is a set of terraced 3 bedroom houses suitable for family occupation.

I believe that any license should be conditioned to locate use in the South East corner of the Geffrye site (next to the planned café) with no drinks allowed into the Northern half of the garden after a reasonable hour. Congregation in the north of the garden (which is entirely bounded by residential developments) should be prevented. Use of this part of the museum could be covered by temporary event licensing as appropriate.

I note that at the planning application hearing clear representations were given to the local authority that the "learning pavilion" would not turn into an evening events location.

As I am sure the Licensing committee is fully aware there really is no shortage of places to get a drink in the immediate vicinity of the Museum.

And even without a license many evenings this Summer will see drinks being served in the Museum garden (twice a week planned according to the website as well as alcoholic ices on a Sunday). Is that not enough?

Yours sincerely

[Redacted signature block]

[Redacted signature block]

[Redacted signature block]

Mike Smith

From: [REDACTED]
Sent: 14 September 2017 13:24
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: LICENSING ACT 2003: The Geffrye Museum,136 Kingsland Road, London, E2 8EA

Hi [REDACTED]s,

I would not have complained if it were not audible. I would not have noticed the noise. The person I spoke was apologetic about the sound we heard in the back garden and that was at ground level sheltered by the building. It was worse in the Mews. The sound level did not obviously decrease until 1030pm. She may have thought it was at a tolerable level in her opinion but did she really say she could not hear anything? Not my recollection.

I am more than happy for someone from the Museum to come and sit in the Mews the next time you have an event or to set levels so that we cannot hear it (not so it is no louder than someone speaking next to you) as per the licensing decision. The issue is not the sound of people speaking, it is the repetitive bass beats which cannot be escaped.

In terms of timing we are in most evenings as we have children.

Let me know which suits best. I can do any evenings except Wednesday. If necessary I am sure we can arrange a day visit with one of the retired residents.

Rgds

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]
[REDACTED]

[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]

From: [REDACTED]
Sent: 14 September 2017 12:38
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: LICENSING ACT 2003: The Geffrye Museum,136 Kingsland Road, London, E2 8EA

Hi [REDACTED]

Thank you for your email. I believe you met with our Senior Front of House Manager on Saturday night who went with you to investigate the sound levels around the site. Her report to me was that the music from the front lawns was not audible from the North gardens, following your visit I also went around the site with a decibel meter to check the sound levels at the site perimeter, none of which were in excess of 55dB which is less than the volume of a person speaking. With these sound limits we believed that the monitor was doing the job correctly so it is only in light of your feedback that we are able to adjust the system accordingly so again, thank you for letting us know.

It is quite a challenge to try to forecast the acoustics of the site so I wonder if you might be available one day over the coming months to assist us in calibrating the set up so that we can ensure that any and all future events are not audible for our nearby residents? It would be most appreciated if you were able to assist, it should only take 20-30 minutes to go through the levels and reset the system. Winter is a quiet time for events at the museum so there is no urgency, but if you are able to assist please do let me know and we can find a time which is convenient.

Best wishes,

[Redacted]
[Redacted]
[Redacted]
[Redacted]
[Redacted]
[Redacted]

Please note I work part-time Monday-Thursday

The Geffrye Museum of the Home
136 Kingsland Road, London E2 8EA

[Redacted]
www.geffrye-museum.org.uk

Help us to Unlock the Geffrye

Donate [now](#) to help us make the Geffrye an even better and more inspiring place for all.



From: [Redacted]

Sent: 13 September 2017 13:32

To: [Redacted]

[Redacted]
[Redacted]

Subject: RE: LICENSING ACT 2003: The Geffrye Museum,136 Kingsland Road, London, E2 8EA

Hi [Redacted]

Was the noise limiter in use for the event on Saturday when I came round to complain?

For your information I could hear your music in every room in my house (including my children's bedrooms). It was loud enough to allow me to identify individual songs despite having all doors and windows closed. It did stop at 1030pm but it was a nuisance.

So if it was being used it needs to be set lower to meet the requirements of the sub-committee. I direct you to the section highlighted below.

A disco in a marquee is always going to cause us disturbance. I am sure the same is also true for the flats on Kingsland Road though the residents are maybe less likely to complain.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

From: Sanaria Hussain [<mailto:Sanaria.Hussain@Hackney.gov.uk>]

Sent: 12 September 2017 17:32

Subject: LICENSING ACT 2003: Application for a Premises Licence RE: The Geffrye Museum,136 Kingsland Road, London, E2 8EA

Dear Sir/Madam,

I write to confirm the decision of the Council's Licensing Sub-Committee of 24th August 2017 in respect of the above application.

The Licensing Sub-Committee in considering this decision from the information presented to them within the report and at the hearing have determined that having regard to the promotion of all the licensing objectives:

- . The Prevention of crime and disorder
- . Public Safety
- . Prevention of public nuisance
- . The protection of children from harm

the application be approved in accordance to the Council's licensing statement and the proposed conditions set out in paragraph 8.1 of the report, with the following amendments:

- . Hours for licensable activities:
 - Sun – Tues 10:00 – 20:00
 - Wed – Sat 10:00 – 22:30
- . Opening hours of the premises:
 - Sun – Tues 08:00 – 20:30
 - Wed – Sat 08:00 – 23:00
- . The licence to be time limited for one year.
- . The boundary line of the licensed premises was amended to remove the area to the north of the site, as detailed on the revised boundary plan.
- . Conditions 14, 15 (both covered by 44), 33, 34 (covered by 10 -12) and 47 be deleted (the Police have agreed not to include this condition)
- . Condition 57 be amended to read; 'All alcohol off sales shall only take place
- . between the hours of 10:00 to 17:00' (as agreed with the licensing service)

and the following additional conditions:

Additional condition agreed with the Police; Alcohol shall not be sold, supplied or consumed on the premises otherwise than to those attending an organised event at the Museum.

- *Conditions determined and agreed at the Sub-Committee hearing;*

Sound played during any outdoor cinema screening will only be broadcasted through wireless headphones.

A member of staff from the Geffrye Museum will either be present or contactable during any event held at the premises.

Reasons for the decision

Following the discussions with the Applicant and local residents who attended the meeting the application has been approved, with the above amendments and additional conditions, as the Licensing Sub-Committee was satisfied that the licensing objectives would not be undermined.

It was agreed with the applicant that the amended time limited application would enable the Museum to properly demonstrate the practices they would put in place and how they would actually be operating going forward, particularly during the period when the Museum closes to the public and the only space that is likely to be used is that of the front garden area.

The Sub-Committee members felt that this opportunity would assist the Museum when submitting any subsequent application for the remainder of the transitional period and for when the Museum is refurbished. It was also hoped that this would enable the Museum to engage with the responsible authorities and local residents prior to any future time limited or permanent application.

Public informative

It should be noted for the public record that the applicant agreed that they would be installing a noise limiter at the venue to limit the level of noise generated by any events using live or recorded music. The applicant stated that all music played during these events will only be played through the noise limiter and there shall be no additional sound generating equipment on the premises without it being routed through the sound limiter device. **The Sub-Committee would expect the noise limiter, which is fitted to the amplification system, be set at a level so as to ensure that no noise nuisance is caused to local residents.**

It was also noted that the existing licence for the café area will be surrendered once the refurbishment works have started.

Details

-     **Licence Number: 088433**
-     **Date of Grant: 24/08/2017**

Approved activities/hours:

Films

Standard Hours:

Mon 10:00-20:00
Tue 10:00-20:00
Wed 10:00-22:30
Thu 10:00-22:30
Fri 10:00-22:30
Sat 10:00-22:30
Sun 10:00-20:00

Supply of Alcohol

Standard Hours:

Mon 10:00-20:00
Tue 10:00-20:00
Wed 10:00-22:30
Thu 10:00-22:30
Fri 10:00-22:30
Sat 10:00-22:30
Sun 10:00-20:00

Opening hours:

Standard Hours:

Mon 08:00-20:30
Tue 08:00-20:30
Wed 08:00-23:00
Thu 08:00-23:00
Fri 08:00-23:00
Sat 08:00-23:00
Sun 08:00-20:30

Alcohol sales type:

On and Off Premises

Where the licence is time limited the dates:

Start: 24/08/2017 End: 23/08/2018

This licence is subject to the following conditions:

Mandatory Conditions:

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.

Exhibition Of Films

8. Admission of children (under 18) to the exhibition of any film must be restricted in accordance with: -

(a) Recommendations made by the film classification body where the film classification body is specified in the licence, or

(b) Recommendations made by the licensing authority where the film classification body is not specified in the licence, or the relevant licensing authority has not notified the holder of the licence that this subsection applies to the film in question.

"film classification body" means person('s) designated under s4 of the Video Recordings Act 1984(c.39).

Door Supervision

9. 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

10. All staff will be advised of licensing law in writing before they are allowed to serve alcohol.

11. Training will be provided on premises specific policies relevant to the operation of the site.

12. A record will be kept of the dates and names of persons trained which can be made available for inspection by the police or licensing authority at any time.

13. An extensive monitored alarm system is in place across the site to protect it when closed or empty.

14. Extensive external lighting across the site is operated on a timer and as such is always on in hours of darkness. Additional motion activated floor lights are fitted at high levels in less accessible parts of the grounds.

15. Stewards are employed as door staff to supervise admissions and customers inside the venue. Door staff are easily identifiable in museum uniform.
16. All staff sign in to a register with a log of dates and times worked.
17. The museum has a detailed security policy, security incident report forms, evacuation plan and emergency response plan. All these policies are available for inspection at any time by the police or licensing authority.
18. All staff are briefed on the schedule and any security issues in advance of the commencement of any licensable event activity.
19. Any event specific door admission policies including age restrictions, Expected dress standards or screening of bags will be publicised on ticketing website information pages, through direct email contact with ticket holders and also clearly displayed at the entrance to the premises.
20. Any ejecting or refusal of entry due to admission standards or inappropriate behaviour will be logged in a premises log book.
21. Capacity will be monitored and controlled to ensure the event does not exceed the limit. If capacity is reached, a 1 in 1 out policy will be implemented.
22. Events will be deliberately capped below the maximum capacity of the premises to afford a comfort factor to patrons and avoid conflict, aggression or violence.
23. No glassware drinking vessels may be taken off the premises.
24. A zero tolerance policy is in effect across the premises with relation to drugs and carrying of a weapon.
25. Any events where a search policy is in effect will be widely publicised as such with a clear "no search, no entry" message.
26. Should any customers be suspected of being in possession of drugs or weapons, the police will be called immediately.
27. Secure self-service cloakroom facilities are available at the premises.
28. A lost and found policy is in place in relation to lost/found items at the premises. Passports or ID found are handed in to the local police station.
29. Alcohol for sale by retail in the shop (off-license sales) will be carefully positioned to reduce theft. The items will be away from the doors in a well supervised and well-lit area which is clearly captured on CCTV.
30. Any drinks promotions at the premises will adhere to industry codes such as those recommended by the British Beer and Pub Association (BBPA) and The Portman Group.
31. Drink-aware posters may be displayed in the premises to remind customers of the unit content in alcoholic drinks and the safe alcohol consumption limits.
32. First aid boxes are available at the premises and maintained with sufficient in date Stock. All First Aiders are fully qualified (First Aid at Work)

33. At licensable event activity a hand held clicker is used to monitor capacity and a 1 in, 1 out policy is in place once capacity is reached.
34. Glass collection is constant with staff collecting glasses and preventing glassware from being taken off the premises. Glassware is not be allowed to accumulate or cause obstruction. Perimeter checks are made outside the premises for any glasses or bottles at regular intervals.
35. All staff are made aware of the glass collection policy and their responsibility for the task.
36. Spillages and broken glass are cleaned up immediately to prevent floors from becoming slippery and unsafe.
37. Bottle bins are secure at all times and away from public areas.
38. A written policy to deal with all types of accidents & emergency incidents is in place at the premises. The policy is based on risk assessments and includes matters such as emergency management, contingency planning and evacuation procedures in the event of fire, bomb threats or suspect packages and when to contact emergency services.
39. Evacuation responsibilities and roles are clearly communicated to staff, routes and exits are well defined and evacuation plans exercised regularly. A copy of the fire risk assessment is kept at the premises. Outdoor film screening sound will be broadcast with the use of wireless headphones

Conditions derived from Responsible Authority representations

40. 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.
41. 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.
42. 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.

43. 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.
44. 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.
45. There shall be no glass, drinks or open containers taken outside of the premises at any time.
46. The premises will display and maintain appropriate signage advising customers of the contact details of the Designated Premises Supervisor/Duty Manager.
47. 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.
48. Alcohol shall not be sold, supplied or consumed in the restaurant otherwise than to persons who are taking a substantial meal from the menu and that the consumption of alcohol by such persons is ancillary to taking such meals. The supply of alcohol shall be by waiter/waitress service only.
49. The premises shall adhere to Hackney Police Theft, Weapons and Drugs Policies and any updates thereof.
50. There shall be a written dispersal policy, a copy of which will be kept on the premises and produced to a police officer or other authorised officer upon request.
51. 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. Additional SIA registered supervisors to be employed on an operational risk assessment basis. 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.
52. All alcohol off sales shall only take place between the hours of 10:00 to 17:00
53. The age verification policy operated at the premises shall be 'Challenge 25', where any person who appears under 25 years of age shall be required to provide proof of age using an acceptable form of ID. The only forms of ID that may be accepted shall be:
 - a) a proof of age card bearing the PASS hologram logo
 - b) a passport
 - c) a UK photo driving licence
54. Any sales of alcohol shall be charged at no less than 50p per unit* of alcohol. The licence holder will prepare a price list calculating the units for each available product, which shall be made available to the Police or Licensing Enforcement on request. *A unit of alcohol is 10ml of ethanol. The number of units is calculated by multiplying the % Alcohol By Volume x Volume in centilitres. Thus a half-litre of beer at 5% ABV contains 2.5 units: (5/100 ABV) x 50cl.

55. Alcohol shall not be sold, supplied or consumed on the premises otherwise than to those attending an organised event at the Museum.

Conditions derived from committee hearing

56. Sound played during any outdoor cinema screening will only be broadcasted through wireless headphones.

57. A member of staff from the Geffrye Museum will either be present or contactable during any event held at the premises.

The premises licence shall run until it is surrendered or revoked and will lapse upon the death, incapacity or insolvency of the licence holder, (but may be reinstated if an application for transfer is made within 28 days).

I confirm that, if you are aggrieved by any term, condition or restriction attached to this decision, you have the right to appeal to Thames Magistrates at Thames Magistrates Court, 58 Bow Road, London E3 4DJ within 21 days of the date of this letter.

If you have any queries, please do not hesitate to contact me.

Yours faithfully,

Sanaria Hussain
Senior Licensing Officer
Neighbourhoods & Housing Directorate
Hackney Service Centre, 1 Hillman Street
London, E8 1DY
Tel 020 8356 2431
Council website: www.hackney.gov.uk
E-mail: sanaria.hussain@hackney.gov.uk
I ♥ Hackney

The contents of this email are confidential to the intended recipient at the email address to which it has been addressed. It may not be disclosed to or used by anyone other than this addressee, nor may it be copied in any way. If received in error, please contact Hackney Council, www.hackney.gov.uk on 020 8356 3000 (out of hours - 020 8356 2300) quoting the name of the sender and the addressee and then delete it from your system. Please note that neither Hackney Council nor the sender accepts any responsibility for viruses and it is your responsibility to scan the email and attachments (if any). No contracts may be concluded on behalf of Hackney Council by means of email communications. Please note that Hackney Council reserves the right to monitor emails for the purpose of monitoring or communications relevant to the Company's business under the Telecommunications (Lawful Business Practice) (Interception Of

Communications) Regulations 2000 (S.I. 2000/2699) ("the Regulations") for the following reasons: to investigate or detect the unauthorised use of the systems, e.g. that this policy is being observed, that no discriminatory or offensive content appears in emails; to maintain an adequate level of security for our computer systems; to detect any computer viruses; to check mailboxes of absent employees. To exercise its right under the Regulations, Hackney Council must have made all reasonable efforts to inform every person who may use the system that interception may take place and this notice to you should be regarded as such notification..

This email has been scanned by the MessageLabs Email Security System on behalf of Geffrye Museum.

This email has been scanned by the MessageLabs Email Security System on behalf of Geffrye Museum. For more information please visit <http://www.symanteccloud.com>

APPENDIX D



This premises licence has been issued by:

Licensing Service
2 Hillman Street
London E8 1FB

PART A – PREMISES LICENCE

Premises Licence Number

088433

Part 1 – Premises details

The Geffrye Museum
136 Kingsland Road
London
E2 8EA

0207 7496051

Where the licence is time limited the dates

From: 24 August 2017 To: 23 August 2018

Licensable activities authorised by the licence

Films
Supply of Alcohol

The times the licence authorises the carrying out of Licensable activities

Films **Standard Hours:**

BOTH:	Mon 10:00-20:00
Indoors and	Tue 10:00-20:00
Outdoors	Wed 10:00-22:30
	Thu 10:00-22:30
	Fri 10:00-22:30
	Sat 10:00-22:30
	Sun 10:00-20:00

Supply of Alcohol **Standard Hours:**

INDOOR:	Mon 10:00-20:00
	Tue 10:00-20:00

Wed 10:00-22:30
Thu 10:00-22:30
Fri 10:00-22:30
Sat 10:00-22:30
Sun 10:00-20:00

The opening hours of the premises

Standard Hours:

Mon 08:00-20:30
Tue 08:00-20:30
Wed 08:00-23:00
Thu 08:00-23:00
Fri 08:00-23:00
Sat 08:00-23:00
Sun 08:00-20:30

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

On and Off Premises

Part 2 –

Name, (registered) address, telephone number and e-mail (where relevant) of holder of premises licence

The Geffrye Museum Trust
Geffrye Museum
Kingsland Road
London
E2 8EA

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

803052

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

Zoe Tanith Lindon

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

Date of Grant: 24 August 2017

Signed:

**David Tuitt
Team Leader - Licensing**

Annex 1 - Mandatory Conditions

Supply of Alcohol

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 shall 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
 - a. these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
 - b. 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 amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
 - (iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
 - (c) "relevant person" means, in relation to premises in respect of which there is in force a premises licence -

(i) the holder of the premises licence,
(ii) the designated premises supervisor (if any) in respect of such a licence, or
(iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence;

(d) "relevant person" means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and

(e) "value added tax" means value added tax charged in accordance with the Value Added Tax Act 1994.

7.3 Where the permitted price given by Paragraph 8.2(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.

Exhibition Of Films

8. Admission of children (under 18) to the exhibition of any film must be restricted in accordance with: -
- (a) Recommendations made by the film classification body where the film classification body is specified in the licence, or
 - (b) Recommendations made by the licensing authority where the film classification body is not specified in the licence, or the relevant licensing authority has not notified the holder of the licence that this subsection applies to the film in question.

"film classification body" means person('s) designated under s4 of the Video Recordings Act 1984(c.39).

Door Supervision

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

Annex 2 – Conditions consistent with the Operating Schedule

10. All staff will be advised of licensing law in writing before they are allowed to serve alcohol.
11. Training will be provided on premises specific policies relevant to the operation of the site.
12. A record will be kept of the dates and names of persons trained which can be made available for inspection by the police or licensing authority at any time.
13. An extensive monitored alarm system is in place across the site to protect it when closed or empty.
14. Extensive external lighting across the site is operated on a timer and as such is always on in hours of darkness. Additional motion activated floor lights are fitted at high levels in less accessible parts of the grounds.
15. Stewards are employed as door staff to supervise admissions and customers inside the venue. Door staff are easily identifiable in museum uniform.
16. All staff sign in to a register with a log of dates and times worked.
17. The museum has a detailed security policy, security incident report forms, evacuation plan and emergency response plan. All these policies are available for inspection at any time by the police or licensing authority.
18. All staff are briefed on the schedule and any security issues in advance of the commencement of any licensable event activity.
19. Any event specific door admission policies including age restrictions, Expected dress standards or screening of bags will be publicised on ticketing website information pages, through direct email contact with ticket holders and also clearly displayed at the entrance to the premises.
20. Any ejecting or refusal of entry due to admission standards or inappropriate behaviour will be logged in a premises log book.
21. Capacity will be monitored and controlled to ensure the event does not exceed the limit. If capacity is reached, a 1 in 1 out policy will be implemented.
22. Events will be deliberately capped below the maximum capacity of the premises to afford a comfort factor to patrons and avoid conflict, aggression or violence.

23. No glassware drinking vessels may be taken off the premises.
24. A zero tolerance policy is in effect across the premises with Relation to drugs and carrying of a weapon.
25. Any events where a search policy is in effect will be widely publicised as such with a clear "no search, no entry" message.
26. Should any customers be suspected of being in possession of drugs or weapons, the police will be called immediately.
27. Secure self-service cloakroom facilities are available at the premises.
28. A lost and found policy is in place in relation to lost/found items at the premises. Passports or ID found are handed in to the local police station.
29. Alcohol for sale by retail in the shop (off-license sales) will be carefully positioned to reduce theft. The items will be away from the doors in a well supervised and well-lit area which is clearly captured on CCTV.
30. Any drinks promotions at the premises will adhere to industry codes such as those recommended by the British Beer and Pub Association (BBPA) and The Portman Group.
31. Drink-aware posters may be displayed in the premises to remind customers of the unit content in alcoholic drinks and the safe alcohol consumption limits.
32. First aid boxes are available at the premises and maintained with sufficient in date Stock. All First Aiders are fully qualified (First Aid at Work)
33. At licensable event activity a hand held clicker is used to monitor capacity and a 1 in, 1 out policy is in place once capacity is reached.
34. Glass collection is constant with staff collecting glasses and preventing glassware from being taken off the premises. Glassware is not be allowed to accumulate or cause obstruction. Perimeter checks are made outside the premises for any glasses or bottles at regular intervals.
35. All staff are made aware of the glass collection policy and their responsibility for the task.

36. Spillages and broken glass are cleaned up immediately to prevent floors from becoming slippery and unsafe.
37. Bottle bins are secure at all times and away from public areas.
38. A written policy to deal with all types of accidents & emergency incidents is in place at the premises. The policy is based on risk assessments and includes matters such as emergency management, contingency planning and evacuation procedures in the event of fire, bomb threats or suspect packages and when to contact emergency services.
39. Evacuation responsibilities and roles are clearly communicated to staff, routes and exits are well defined and evacuation plans exercised regularly. A copy of the fire risk assessment is kept at the premises. Outdoor film screening sound will be broadcast with the use of wireless headphones

Conditions derived from Responsible Authority representations

40. 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.
41. 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.
42. 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.

43. 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.
44. 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.
45. There shall be no glass, drinks or open containers taken outside of the premises at any time.
46. The premises will display and maintain appropriate signage advising customers of the contact details of the Designated Premises Supervisor/Duty Manager.
47. 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.
48. Alcohol shall not be sold, supplied or consumed in the restaurant otherwise than to persons who are taking a substantial meal from the menu and that the consumption of alcohol by such persons is ancillary to taking such meals. The supply of alcohol shall be by waiter/waitress service only.
49. The premises shall adhere to Hackney Police Theft, Weapons and Drugs Policies and any updates thereof.
50. There shall be a written dispersal policy, a copy of which will be kept on the premises and produced to a police officer or other authorised officer upon request.
51. 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. Additional SIA registered supervisors to be employed on an operational risk assessment basis. 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.

52. All alcohol off sales shall only take place between the hours of 10:00 to 17:00
53. The age verification policy operated at the premises shall be 'Challenge 25', where any person who appears under 25 years of age shall be required to provide proof of age using an acceptable form of ID. The only forms of ID that may be accepted shall be:
- a) a proof of age card bearing the PASS hologram logo
 - b) a passport
 - c) a UK photo driving licence
54. Any sales of alcohol shall be charged at no less than 50p per unit* of alcohol. The licence holder will prepare a price list calculating the units for each available product, which shall be made available to the Police or Licensing Enforcement on request. *A unit of alcohol is 10ml of ethanol. The number of units is calculated by multiplying the % Alcohol By Volume x Volume in centilitres. Thus a half-litre of beer at 5% ABV contains 2.5 units: $(5/100 \text{ ABV}) \times 50\text{cl}$.
55. Alcohol shall not be sold, supplied or consumed on the premises otherwise than to those attending an organised event at the Museum.

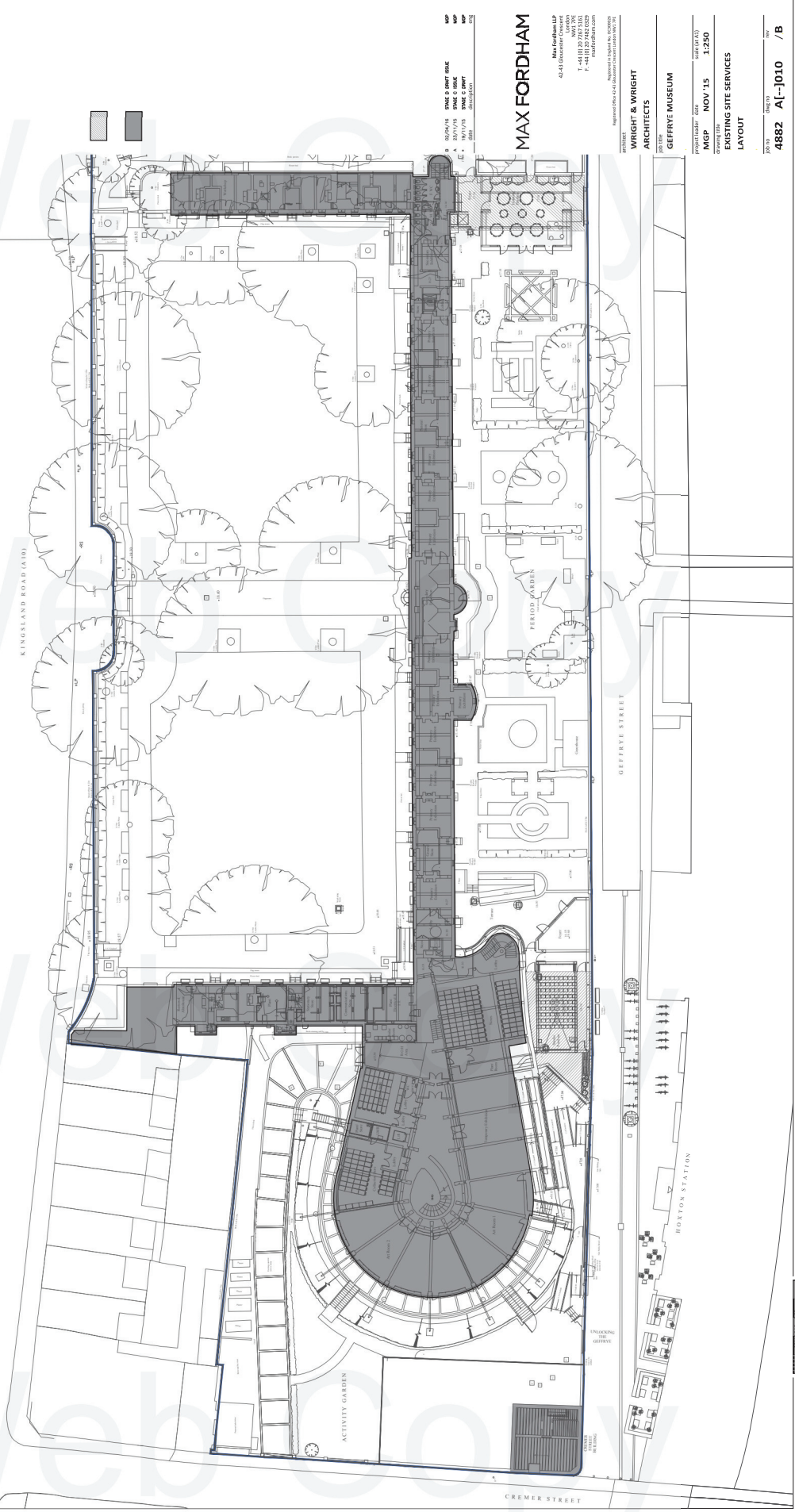
Annex 3 – Conditions attached after a hearing by the licensing authority

56. Sound played during any outdoor cinema screening will only be broadcasted through wireless headphones.
57. A member of staff from the Geffrye Museum will either be present or contactable during any event held at the premises.

Annex 4 – Plans

PLAN/088433/24082017

WHOLE SITE PLAN



1" = 100'-0"

MAX FORDHAM

Architectural Firm
42-31 36th Avenue, Suite 100
Long Island City, NY 11106
Tel: (718) 224-2333
Fax: (718) 224-2333
maxfordham.com

PROJECT LOCATION: 120th Street, Queens, NY
PROJECT CLIENT: GEFFRYE MUSEUM
ARCHITECT: WRIGHT & WRIGHT ARCHITECTS
JOB TITLE: ARCHITECT

PROJECT NUMBER: 4882
DATE: NOV '15
SCALE: AS SHOWN

WRIGHT & WRIGHT ARCHITECTS
200 EAST 57th STREET
NEW YORK, NY 10022
TEL: (212) 261-0100
WWW.WRIGHT-AND-WRIGHT.COM

4882 AI-1010 / B

©Copyright 2015 Max Fordham, L.P.

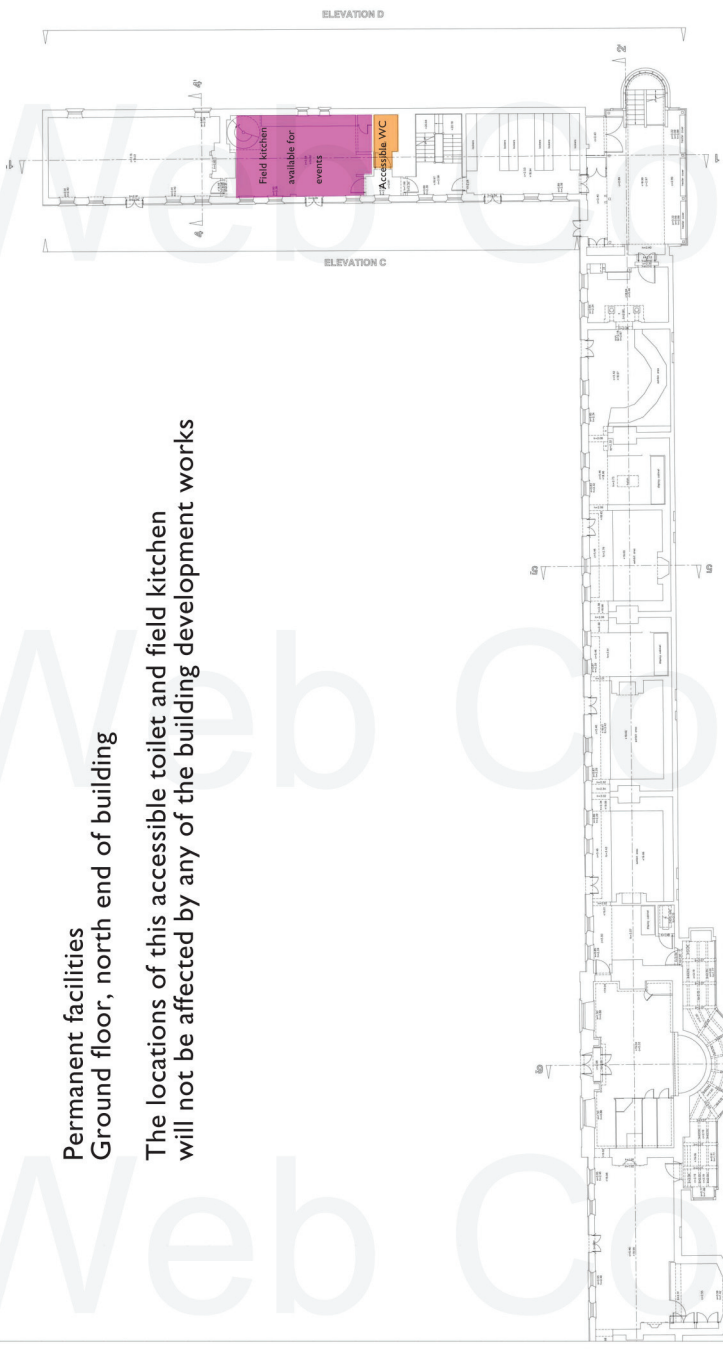
Web Copy

ELEVATION A

NORTH END GROUND FLOOR PLAN

Permanent facilities
Ground floor, north end of building

The locations of this accessible toilet and field kitchen will not be affected by any of the building development works



GROUND FLOOR

ELEVATION E

NO.	REVISIONS	DATE
1	ISSUE FOR PERMITTING	2/27/2009
2	ISSUE FOR CONSTRUCTION	7/15/2009

LEGEND

Do not include items of height higher than 7' 6" above existing ground level unless shown otherwise. Items to be removed from the site are shown with the removal symbol.

FLOOR FINISHES

- 1 = Concrete
- 2 = Stone
- 3 = Carpet
- 4 = Tile
- 5 = Wood
- 6 = Paint
- 7 = Other
- 8 = Other
- 9 = Other
- 10 = Other
- 11 = Other
- 12 = Other
- 13 = Other
- 14 = Other
- 15 = Other
- 16 = Other
- 17 = Other
- 18 = Other
- 19 = Other
- 20 = Other
- 21 = Other
- 22 = Other
- 23 = Other
- 24 = Other
- 25 = Other
- 26 = Other
- 27 = Other
- 28 = Other
- 29 = Other
- 30 = Other
- 31 = Other
- 32 = Other
- 33 = Other
- 34 = Other
- 35 = Other
- 36 = Other
- 37 = Other
- 38 = Other
- 39 = Other
- 40 = Other
- 41 = Other
- 42 = Other
- 43 = Other
- 44 = Other
- 45 = Other
- 46 = Other
- 47 = Other
- 48 = Other
- 49 = Other
- 50 = Other
- 51 = Other
- 52 = Other
- 53 = Other
- 54 = Other
- 55 = Other
- 56 = Other
- 57 = Other
- 58 = Other
- 59 = Other
- 60 = Other
- 61 = Other
- 62 = Other
- 63 = Other
- 64 = Other
- 65 = Other
- 66 = Other
- 67 = Other
- 68 = Other
- 69 = Other
- 70 = Other
- 71 = Other
- 72 = Other
- 73 = Other
- 74 = Other
- 75 = Other
- 76 = Other
- 77 = Other
- 78 = Other
- 79 = Other
- 80 = Other
- 81 = Other
- 82 = Other
- 83 = Other
- 84 = Other
- 85 = Other
- 86 = Other
- 87 = Other
- 88 = Other
- 89 = Other
- 90 = Other
- 91 = Other
- 92 = Other
- 93 = Other
- 94 = Other
- 95 = Other
- 96 = Other
- 97 = Other
- 98 = Other
- 99 = Other
- 100 = Other

SYMBOLS

- 1 = Glass partition
- 2 = Glass door
- 3 = Glass window
- 4 = Glass curtain wall
- 5 = Glass skylight
- 6 = Glass roof
- 7 = Glass floor
- 8 = Glass ramp
- 9 = Glass stairs
- 10 = Glass elevator
- 11 = Glass lift
- 12 = Glass escalator
- 13 = Glass ramp
- 14 = Glass stairs
- 15 = Glass elevator
- 16 = Glass lift
- 17 = Glass escalator
- 18 = Glass ramp
- 19 = Glass stairs
- 20 = Glass elevator
- 21 = Glass lift
- 22 = Glass escalator
- 23 = Glass ramp
- 24 = Glass stairs
- 25 = Glass elevator
- 26 = Glass lift
- 27 = Glass escalator
- 28 = Glass ramp
- 29 = Glass stairs
- 30 = Glass elevator
- 31 = Glass lift
- 32 = Glass escalator
- 33 = Glass ramp
- 34 = Glass stairs
- 35 = Glass elevator
- 36 = Glass lift
- 37 = Glass escalator
- 38 = Glass ramp
- 39 = Glass stairs
- 40 = Glass elevator
- 41 = Glass lift
- 42 = Glass escalator
- 43 = Glass ramp
- 44 = Glass stairs
- 45 = Glass elevator
- 46 = Glass lift
- 47 = Glass escalator
- 48 = Glass ramp
- 49 = Glass stairs
- 50 = Glass elevator
- 51 = Glass lift
- 52 = Glass escalator
- 53 = Glass ramp
- 54 = Glass stairs
- 55 = Glass elevator
- 56 = Glass lift
- 57 = Glass escalator
- 58 = Glass ramp
- 59 = Glass stairs
- 60 = Glass elevator
- 61 = Glass lift
- 62 = Glass escalator
- 63 = Glass ramp
- 64 = Glass stairs
- 65 = Glass elevator
- 66 = Glass lift
- 67 = Glass escalator
- 68 = Glass ramp
- 69 = Glass stairs
- 70 = Glass elevator
- 71 = Glass lift
- 72 = Glass escalator
- 73 = Glass ramp
- 74 = Glass stairs
- 75 = Glass elevator
- 76 = Glass lift
- 77 = Glass escalator
- 78 = Glass ramp
- 79 = Glass stairs
- 80 = Glass elevator
- 81 = Glass lift
- 82 = Glass escalator
- 83 = Glass ramp
- 84 = Glass stairs
- 85 = Glass elevator
- 86 = Glass lift
- 87 = Glass escalator
- 88 = Glass ramp
- 89 = Glass stairs
- 90 = Glass elevator
- 91 = Glass lift
- 92 = Glass escalator
- 93 = Glass ramp
- 94 = Glass stairs
- 95 = Glass elevator
- 96 = Glass lift
- 97 = Glass escalator
- 98 = Glass ramp
- 99 = Glass stairs
- 100 = Glass elevator

LEVELS

- 1 = Ground level
- 2 = First floor
- 3 = Second floor
- 4 = Third floor
- 5 = Fourth floor
- 6 = Fifth floor
- 7 = Sixth floor
- 8 = Seventh floor
- 9 = Eighth floor
- 10 = Ninth floor
- 11 = Tenth floor
- 12 = Eleventh floor
- 13 = Twelfth floor
- 14 = Thirteenth floor
- 15 = Fourteenth floor
- 16 = Fifteenth floor
- 17 = Sixteenth floor
- 18 = Seventeenth floor
- 19 = Eighteenth floor
- 20 = Nineteenth floor
- 21 = Twentieth floor
- 22 = Twenty-first floor
- 23 = Twenty-second floor
- 24 = Twenty-third floor
- 25 = Twenty-fourth floor
- 26 = Twenty-fifth floor
- 27 = Twenty-sixth floor
- 28 = Twenty-seventh floor
- 29 = Twenty-eighth floor
- 30 = Twenty-ninth floor
- 31 = Thirtieth floor
- 32 = Thirty-first floor
- 33 = Thirty-second floor
- 34 = Thirty-third floor
- 35 = Thirty-fourth floor
- 36 = Thirty-fifth floor
- 37 = Thirty-sixth floor
- 38 = Thirty-seventh floor
- 39 = Thirty-eighth floor
- 40 = Thirty-ninth floor
- 41 = Fortieth floor
- 42 = Forty-first floor
- 43 = Forty-second floor
- 44 = Forty-third floor
- 45 = Forty-fourth floor
- 46 = Forty-fifth floor
- 47 = Forty-sixth floor
- 48 = Forty-seventh floor
- 49 = Forty-eighth floor
- 50 = Forty-ninth floor
- 51 = Fiftieth floor

OTHER

- 1 = HOK
- 2 = GERRAIN
- 3 = GERRAIN
- 4 = GERRAIN
- 5 = GERRAIN
- 6 = GERRAIN
- 7 = GERRAIN
- 8 = GERRAIN
- 9 = GERRAIN
- 10 = GERRAIN
- 11 = GERRAIN
- 12 = GERRAIN
- 13 = GERRAIN
- 14 = GERRAIN
- 15 = GERRAIN
- 16 = GERRAIN
- 17 = GERRAIN
- 18 = GERRAIN
- 19 = GERRAIN
- 20 = GERRAIN
- 21 = GERRAIN
- 22 = GERRAIN
- 23 = GERRAIN
- 24 = GERRAIN
- 25 = GERRAIN
- 26 = GERRAIN
- 27 = GERRAIN
- 28 = GERRAIN
- 29 = GERRAIN
- 30 = GERRAIN
- 31 = GERRAIN
- 32 = GERRAIN
- 33 = GERRAIN
- 34 = GERRAIN
- 35 = GERRAIN
- 36 = GERRAIN
- 37 = GERRAIN
- 38 = GERRAIN
- 39 = GERRAIN
- 40 = GERRAIN
- 41 = GERRAIN
- 42 = GERRAIN
- 43 = GERRAIN
- 44 = GERRAIN
- 45 = GERRAIN
- 46 = GERRAIN
- 47 = GERRAIN
- 48 = GERRAIN
- 49 = GERRAIN
- 50 = GERRAIN
- 51 = GERRAIN
- 52 = GERRAIN
- 53 = GERRAIN
- 54 = GERRAIN
- 55 = GERRAIN
- 56 = GERRAIN
- 57 = GERRAIN
- 58 = GERRAIN
- 59 = GERRAIN
- 60 = GERRAIN
- 61 = GERRAIN
- 62 = GERRAIN
- 63 = GERRAIN
- 64 = GERRAIN
- 65 = GERRAIN
- 66 = GERRAIN
- 67 = GERRAIN
- 68 = GERRAIN
- 69 = GERRAIN
- 70 = GERRAIN
- 71 = GERRAIN
- 72 = GERRAIN
- 73 = GERRAIN
- 74 = GERRAIN
- 75 = GERRAIN
- 76 = GERRAIN
- 77 = GERRAIN
- 78 = GERRAIN
- 79 = GERRAIN
- 80 = GERRAIN
- 81 = GERRAIN
- 82 = GERRAIN
- 83 = GERRAIN
- 84 = GERRAIN
- 85 = GERRAIN
- 86 = GERRAIN
- 87 = GERRAIN
- 88 = GERRAIN
- 89 = GERRAIN
- 90 = GERRAIN
- 91 = GERRAIN
- 92 = GERRAIN
- 93 = GERRAIN
- 94 = GERRAIN
- 95 = GERRAIN
- 96 = GERRAIN
- 97 = GERRAIN
- 98 = GERRAIN
- 99 = GERRAIN
- 100 = GERRAIN

PROJECT INFORMATION

Project: GERRAIN MUSEUM
138 KINGSLAND ROAD
SHOREWITCH

Client: HOK

Scale: 1/8" = 1'-0"

Drawn: JLB

Check: CDW

Date: JULY 2009

Sheet: 1 of 2

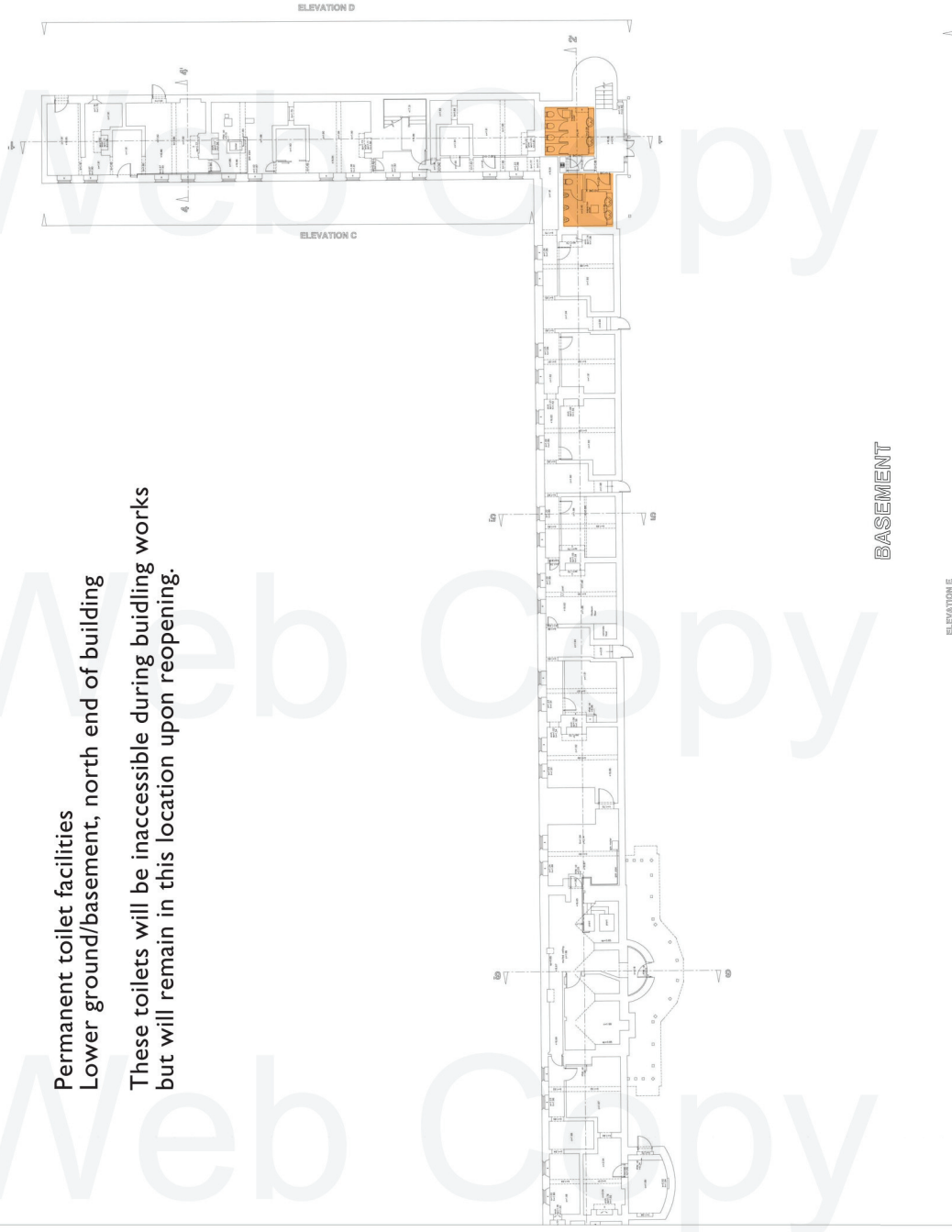
1598-087174-B

All items marked as "REMOVE" are to be removed from the site.

Sheet 1 of 2

NORTH END LOWER GROUND FLOOR PLAN

Permanent toilet facilities
 Lower ground/basement, north end of building
 These toilets will be inaccessible during building works
 but will remain in this location upon reopening.



BASEMENT

ELEVATION E

NO.	REVISION	DATE	DESCRIPTION
1	ISSUED FOR PERMIT	23/06/20	
2	ISSUED FOR CONSTRUCTION	23/06/20	

LEGEND

To view indicated items of height including with 'C' -
 To view indicated items of height including with 'C' -
 To view indicated items of height including with 'C' -
 To view indicated items of height including with 'C' -

FLOOR FINISHES

- 1 = Concrete
- 2 = Stone
- 3 = Carpet
- 4 = Tiles
- 5 = Timber
- 6 = Polished concrete
- 7 = Painted concrete
- 8 = Painted brick
- 9 = Painted masonry
- 10 = Painted metal
- 11 = Painted steel
- 12 = Painted aluminium
- 13 = Painted glass
- 14 = Painted wood
- 15 = Painted metal
- 16 = Painted metal
- 17 = Painted metal
- 18 = Painted metal
- 19 = Painted metal
- 20 = Painted metal
- 21 = Painted metal
- 22 = Painted metal
- 23 = Painted metal
- 24 = Painted metal
- 25 = Painted metal
- 26 = Painted metal
- 27 = Painted metal
- 28 = Painted metal
- 29 = Painted metal
- 30 = Painted metal
- 31 = Painted metal
- 32 = Painted metal
- 33 = Painted metal
- 34 = Painted metal
- 35 = Painted metal
- 36 = Painted metal
- 37 = Painted metal
- 38 = Painted metal
- 39 = Painted metal
- 40 = Painted metal
- 41 = Painted metal
- 42 = Painted metal
- 43 = Painted metal
- 44 = Painted metal
- 45 = Painted metal
- 46 = Painted metal
- 47 = Painted metal
- 48 = Painted metal
- 49 = Painted metal
- 50 = Painted metal

Other

- 1 = Glass
- 2 = Steel
- 3 = Aluminium
- 4 = Timber
- 5 = Concrete
- 6 = Polished concrete
- 7 = Painted concrete
- 8 = Painted brick
- 9 = Painted masonry
- 10 = Painted metal
- 11 = Painted steel
- 12 = Painted aluminium
- 13 = Painted glass
- 14 = Painted wood
- 15 = Painted metal
- 16 = Painted metal
- 17 = Painted metal
- 18 = Painted metal
- 19 = Painted metal
- 20 = Painted metal
- 21 = Painted metal
- 22 = Painted metal
- 23 = Painted metal
- 24 = Painted metal
- 25 = Painted metal
- 26 = Painted metal
- 27 = Painted metal
- 28 = Painted metal
- 29 = Painted metal
- 30 = Painted metal
- 31 = Painted metal
- 32 = Painted metal
- 33 = Painted metal
- 34 = Painted metal
- 35 = Painted metal
- 36 = Painted metal
- 37 = Painted metal
- 38 = Painted metal
- 39 = Painted metal
- 40 = Painted metal
- 41 = Painted metal
- 42 = Painted metal
- 43 = Painted metal
- 44 = Painted metal
- 45 = Painted metal
- 46 = Painted metal
- 47 = Painted metal
- 48 = Painted metal
- 49 = Painted metal
- 50 = Painted metal

kerlain
 Ltd and Associated Surveyors
 100, 102, 104, 106, 108, 110, 112, 114, 116, 118, 120, 122, 124, 126, 128, 130, 132, 134, 136, 138, 140, 142, 144, 146, 148, 150, 152, 154, 156, 158, 160, 162, 164, 166, 168, 170, 172, 174, 176, 178, 180, 182, 184, 186, 188, 190, 192, 194, 196, 198, 200, 202, 204, 206, 208, 210, 212, 214, 216, 218, 220, 222, 224, 226, 228, 230, 232, 234, 236, 238, 240, 242, 244, 246, 248, 250, 252, 254, 256, 258, 260, 262, 264, 266, 268, 270, 272, 274, 276, 278, 280, 282, 284, 286, 288, 290, 292, 294, 296, 298, 300, 302, 304, 306, 308, 310, 312, 314, 316, 318, 320, 322, 324, 326, 328, 330, 332, 334, 336, 338, 340, 342, 344, 346, 348, 350, 352, 354, 356, 358, 360, 362, 364, 366, 368, 370, 372, 374, 376, 378, 380, 382, 384, 386, 388, 390, 392, 394, 396, 398, 400, 402, 404, 406, 408, 410, 412, 414, 416, 418, 420, 422, 424, 426, 428, 430, 432, 434, 436, 438, 440, 442, 444, 446, 448, 450, 452, 454, 456, 458, 460, 462, 464, 466, 468, 470, 472, 474, 476, 478, 480, 482, 484, 486, 488, 490, 492, 494, 496, 498, 500, 502, 504, 506, 508, 510, 512, 514, 516, 518, 520, 522, 524, 526, 528, 530, 532, 534, 536, 538, 540, 542, 544, 546, 548, 550, 552, 554, 556, 558, 560, 562, 564, 566, 568, 570, 572, 574, 576, 578, 580, 582, 584, 586, 588, 590, 592, 594, 596, 598, 600, 602, 604, 606, 608, 610, 612, 614, 616, 618, 620, 622, 624, 626, 628, 630, 632, 634, 636, 638, 640, 642, 644, 646, 648, 650, 652, 654, 656, 658, 660, 662, 664, 666, 668, 670, 672, 674, 676, 678, 680, 682, 684, 686, 688, 690, 692, 694, 696, 698, 700, 702, 704, 706, 708, 710, 712, 714, 716, 718, 720, 722, 724, 726, 728, 730, 732, 734, 736, 738, 740, 742, 744, 746, 748, 750, 752, 754, 756, 758, 760, 762, 764, 766, 768, 770, 772, 774, 776, 778, 780, 782, 784, 786, 788, 790, 792, 794, 796, 798, 800, 802, 804, 806, 808, 810, 812, 814, 816, 818, 820, 822, 824, 826, 828, 830, 832, 834, 836, 838, 840, 842, 844, 846, 848, 850, 852, 854, 856, 858, 860, 862, 864, 866, 868, 870, 872, 874, 876, 878, 880, 882, 884, 886, 888, 890, 892, 894, 896, 898, 900, 902, 904, 906, 908, 910, 912, 914, 916, 918, 920, 922, 924, 926, 928, 930, 932, 934, 936, 938, 940, 942, 944, 946, 948, 950, 952, 954, 956, 958, 960, 962, 964, 966, 968, 970, 972, 974, 976, 978, 980, 982, 984, 986, 988, 990, 992, 994, 996, 998, 1000

Web Copy

Web Copy

Web Copy

Web Copy

REV	PROPOSED WORKS	DATE	BY
1	AS SHOWN	22/02/18	AK

LEGEND
 To note: Refer to sheet of Northings at 7.5.
 All dimensions are in metres unless otherwise stated.
 All works to be done in accordance with the current building code.

- FLOOR FINISHES**
 1 = Concrete
 2 = Gypsum Board
 3 = Brick
 4 = Terrazzo
 5 = Carpet
 6 = Timber Floor
 7 = Polished Concrete
 8 = Painted Concrete
 9 = Glass
 10 = Painted Brick
 11 = Polished Concrete
 12 = Concrete
 13 = Brick
 14 = Terrazzo
 15 = Carpet
 16 = Timber Floor
 17 = Polished Concrete
 18 = Painted Concrete
 19 = Glass
 20 = Painted Brick
 21 = Polished Concrete
 22 = Concrete
 23 = Brick
 24 = Terrazzo
 25 = Carpet
 26 = Timber Floor
 27 = Polished Concrete
 28 = Painted Concrete
 29 = Glass
 30 = Painted Brick
 31 = Polished Concrete
 32 = Concrete
 33 = Brick
 34 = Terrazzo
 35 = Carpet
 36 = Timber Floor
 37 = Polished Concrete
 38 = Painted Concrete
 39 = Glass
 40 = Painted Brick
 41 = Polished Concrete
 42 = Concrete
 43 = Brick
 44 = Terrazzo
 45 = Carpet
 46 = Timber Floor
 47 = Polished Concrete
 48 = Painted Concrete
 49 = Glass
 50 = Painted Brick
 51 = Polished Concrete
 52 = Concrete
 53 = Brick
 54 = Terrazzo
 55 = Carpet
 56 = Timber Floor
 57 = Polished Concrete
 58 = Painted Concrete
 59 = Glass
 60 = Painted Brick
 61 = Polished Concrete
 62 = Concrete
 63 = Brick
 64 = Terrazzo
 65 = Carpet
 66 = Timber Floor
 67 = Polished Concrete
 68 = Painted Concrete
 69 = Glass
 70 = Painted Brick
 71 = Polished Concrete
 72 = Concrete
 73 = Brick
 74 = Terrazzo
 75 = Carpet
 76 = Timber Floor
 77 = Polished Concrete
 78 = Painted Concrete
 79 = Glass
 80 = Painted Brick
 81 = Polished Concrete
 82 = Concrete
 83 = Brick
 84 = Terrazzo
 85 = Carpet
 86 = Timber Floor
 87 = Polished Concrete
 88 = Painted Concrete
 89 = Glass
 90 = Painted Brick
 91 = Polished Concrete
 92 = Concrete
 93 = Brick
 94 = Terrazzo
 95 = Carpet
 96 = Timber Floor
 97 = Polished Concrete
 98 = Painted Concrete
 99 = Glass
 100 = Painted Brick



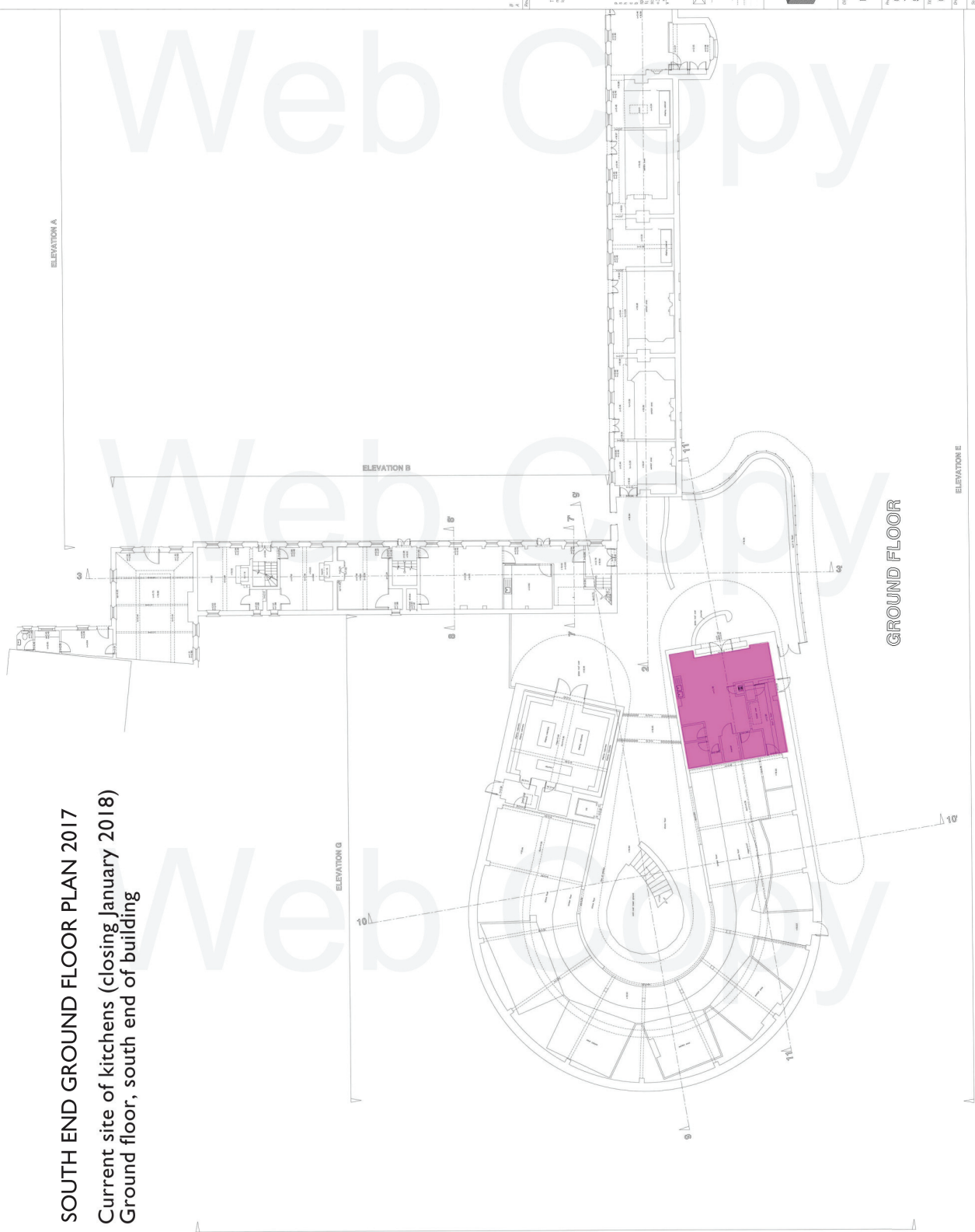
Site: **130X**
 Project: **GERFOLKE MUSEUM
 138 KINGSLAND ROAD
 SHOREHITCH**

Ground Floor
 Sheet: **X/B** | Overall: **CDW**
 Scale: **1:100** | Date: **JULY 2018**
 Project Number: **1503-05713** | Revision: **B**

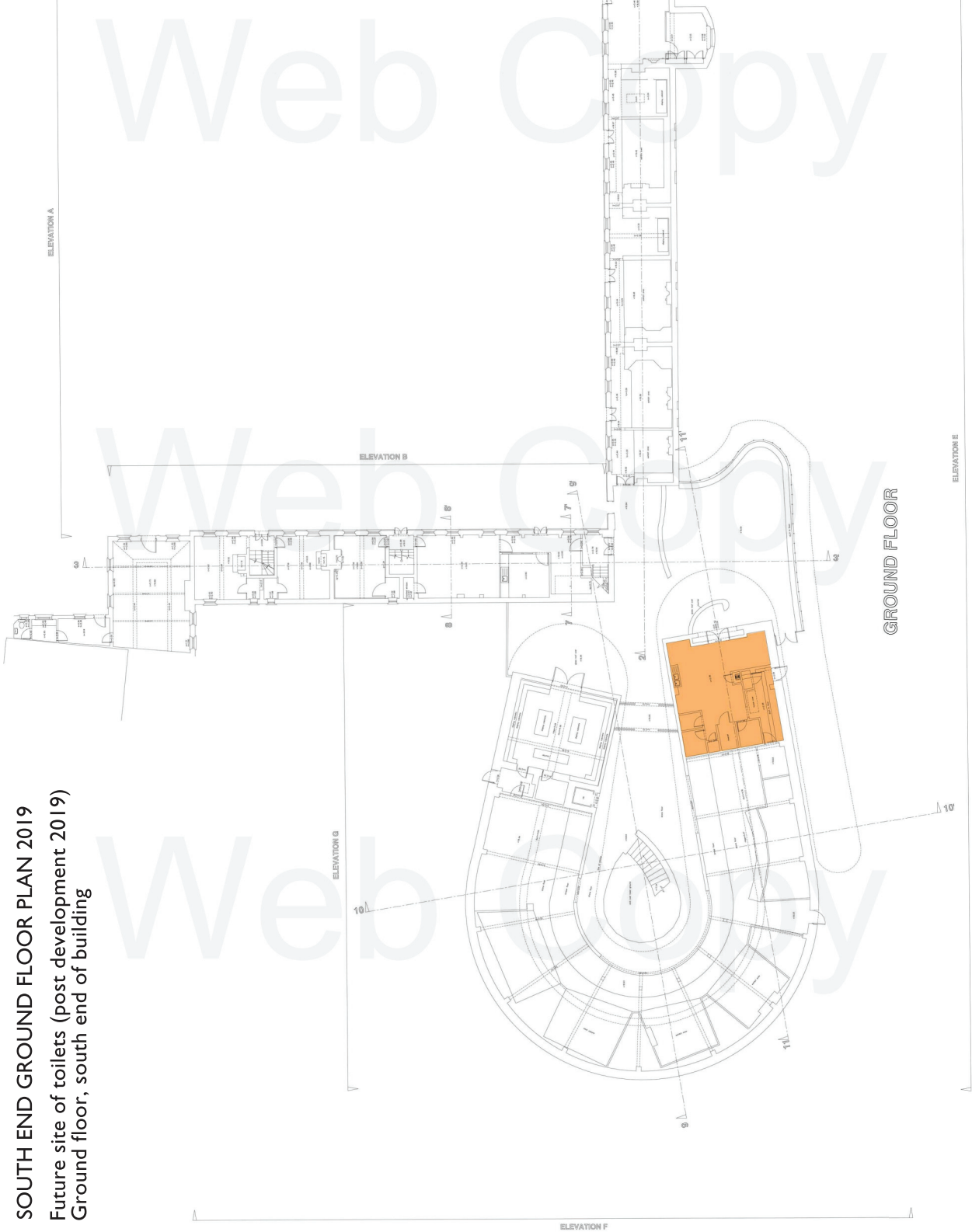
This drawing is prepared in accordance with the Building Code of Australia (BCA) and is for information only. It does not constitute an offer of insurance or any other financial product. Please contact your broker for more information.

SOUTH END GROUND FLOOR PLAN 2017

Current site of kitchens (closing January 2018)
 Ground floor, south end of building



SOUTH END GROUND FLOOR PLAN 2019
 Future site of toilets (post development 2019)
 Ground floor, south end of building



NO	REVISION	DATE	DESCRIPTION
1		27/06/2019	Issue for construction

LEGEND

To view indicated items of height including arch, etc. * - items are indicated on drawings for reference only - items are to be installed in accordance with the relevant floor plan.

FLOOR FINISHES

- 1 = Concrete
- 2 = Drymix screed
- 3 = Ceramic tiles
- 4 = Carpet
- 5 = Polished concrete
- 6 = Carpet tiles
- 7 = Marble
- 8 = Stone
- 9 = Wood
- 10 = Paint
- 11 = Plasterboard
- 12 = Gypsum board
- 13 = Acoustic plaster
- 14 = Acoustic tiles
- 15 = Acoustic panels
- 16 = Acoustic ceiling
- 17 = Acoustic ceiling tiles
- 18 = Acoustic ceiling panels
- 19 = Acoustic ceiling grids
- 20 = Acoustic ceiling suspension
- 21 = Acoustic ceiling suspension grids
- 22 = Acoustic ceiling suspension panels
- 23 = Acoustic ceiling suspension panels
- 24 = Acoustic ceiling suspension panels
- 25 = Acoustic ceiling suspension panels
- 26 = Acoustic ceiling suspension panels
- 27 = Acoustic ceiling suspension panels
- 28 = Acoustic ceiling suspension panels
- 29 = Acoustic ceiling suspension panels
- 30 = Acoustic ceiling suspension panels

DOOR TYPES

- 1 = Standard door
- 2 = Sliding door
- 3 = Glass door
- 4 = Glass partition
- 5 = Glass partition
- 6 = Glass partition
- 7 = Glass partition
- 8 = Glass partition
- 9 = Glass partition
- 10 = Glass partition
- 11 = Glass partition
- 12 = Glass partition
- 13 = Glass partition
- 14 = Glass partition
- 15 = Glass partition
- 16 = Glass partition
- 17 = Glass partition
- 18 = Glass partition
- 19 = Glass partition
- 20 = Glass partition

Other

- 1 = Fire alarm
- 2 = Fire alarm
- 3 = Fire alarm
- 4 = Fire alarm
- 5 = Fire alarm
- 6 = Fire alarm
- 7 = Fire alarm
- 8 = Fire alarm
- 9 = Fire alarm
- 10 = Fire alarm
- 11 = Fire alarm
- 12 = Fire alarm
- 13 = Fire alarm
- 14 = Fire alarm
- 15 = Fire alarm
- 16 = Fire alarm
- 17 = Fire alarm
- 18 = Fire alarm
- 19 = Fire alarm
- 20 = Fire alarm

Project

GERFORTH MUSEUM
 138 KINGSLAND ROAD
 SHOREWITCH

Client

10XK

Drawn by

J.A.B

Checked by

C.D.W

Date

11/10

Scale

1:100

Drawn by

138K-09/13

Checked by

8

Date

JULY 2009

Project No.

1

Drawn by

138K-09/13

Checked by

8

Date

JULY 2009

Project No.

1

Drawn by

138K-09/13

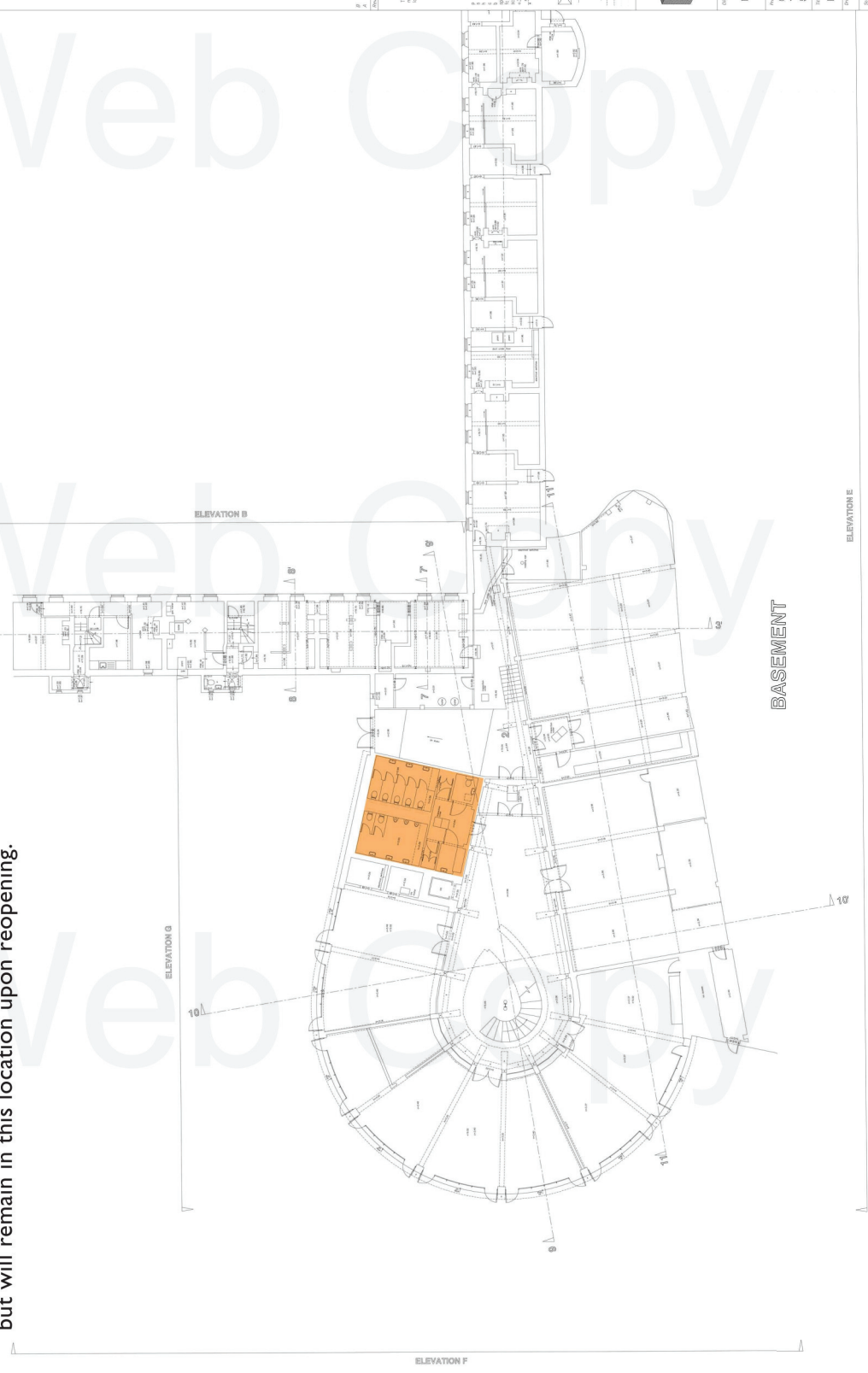
Checked by

8

Date

JULY 2009

SOUTH END LOWER GROUND FLOOR PLAN
 Permanent toilet facilities
 Lower ground/basement, south end of building
 These toilets will be inaccessible during building works
 but will remain in this location upon reopening.



Project	138 KINGSLAND ROAD SHOREDITCH
Client	HOX
Architect	terrain
Scale	1:100
Date	JULY 2009
Drawn by	TSB-05/TK
Checked by	B
Project No.	138K
Revision	1

LEGEND

To view, include floor of height markings with '1', '2', '3' etc. in the legend. To view, include floor of height markings with '1', '2', '3' etc. in the legend.

FLOOR FINISHES

- 1 = Concrete
- 2 = DPM
- 3 = DPM
- 4 = DPM
- 5 = DPM
- 6 = DPM
- 7 = DPM
- 8 = DPM
- 9 = DPM
- 10 = DPM
- 11 = DPM
- 12 = DPM
- 13 = DPM
- 14 = DPM
- 15 = DPM
- 16 = DPM
- 17 = DPM
- 18 = DPM
- 19 = DPM
- 20 = DPM
- 21 = DPM
- 22 = DPM
- 23 = DPM
- 24 = DPM
- 25 = DPM
- 26 = DPM
- 27 = DPM
- 28 = DPM
- 29 = DPM
- 30 = DPM
- 31 = DPM
- 32 = DPM
- 33 = DPM
- 34 = DPM
- 35 = DPM
- 36 = DPM
- 37 = DPM
- 38 = DPM
- 39 = DPM
- 40 = DPM
- 41 = DPM
- 42 = DPM
- 43 = DPM
- 44 = DPM
- 45 = DPM
- 46 = DPM
- 47 = DPM
- 48 = DPM
- 49 = DPM
- 50 = DPM
- 51 = DPM
- 52 = DPM
- 53 = DPM
- 54 = DPM
- 55 = DPM
- 56 = DPM
- 57 = DPM
- 58 = DPM
- 59 = DPM
- 60 = DPM
- 61 = DPM
- 62 = DPM
- 63 = DPM
- 64 = DPM
- 65 = DPM
- 66 = DPM
- 67 = DPM
- 68 = DPM
- 69 = DPM
- 70 = DPM
- 71 = DPM
- 72 = DPM
- 73 = DPM
- 74 = DPM
- 75 = DPM
- 76 = DPM
- 77 = DPM
- 78 = DPM
- 79 = DPM
- 80 = DPM
- 81 = DPM
- 82 = DPM
- 83 = DPM
- 84 = DPM
- 85 = DPM
- 86 = DPM
- 87 = DPM
- 88 = DPM
- 89 = DPM
- 90 = DPM
- 91 = DPM
- 92 = DPM
- 93 = DPM
- 94 = DPM
- 95 = DPM
- 96 = DPM
- 97 = DPM
- 98 = DPM
- 99 = DPM
- 100 = DPM

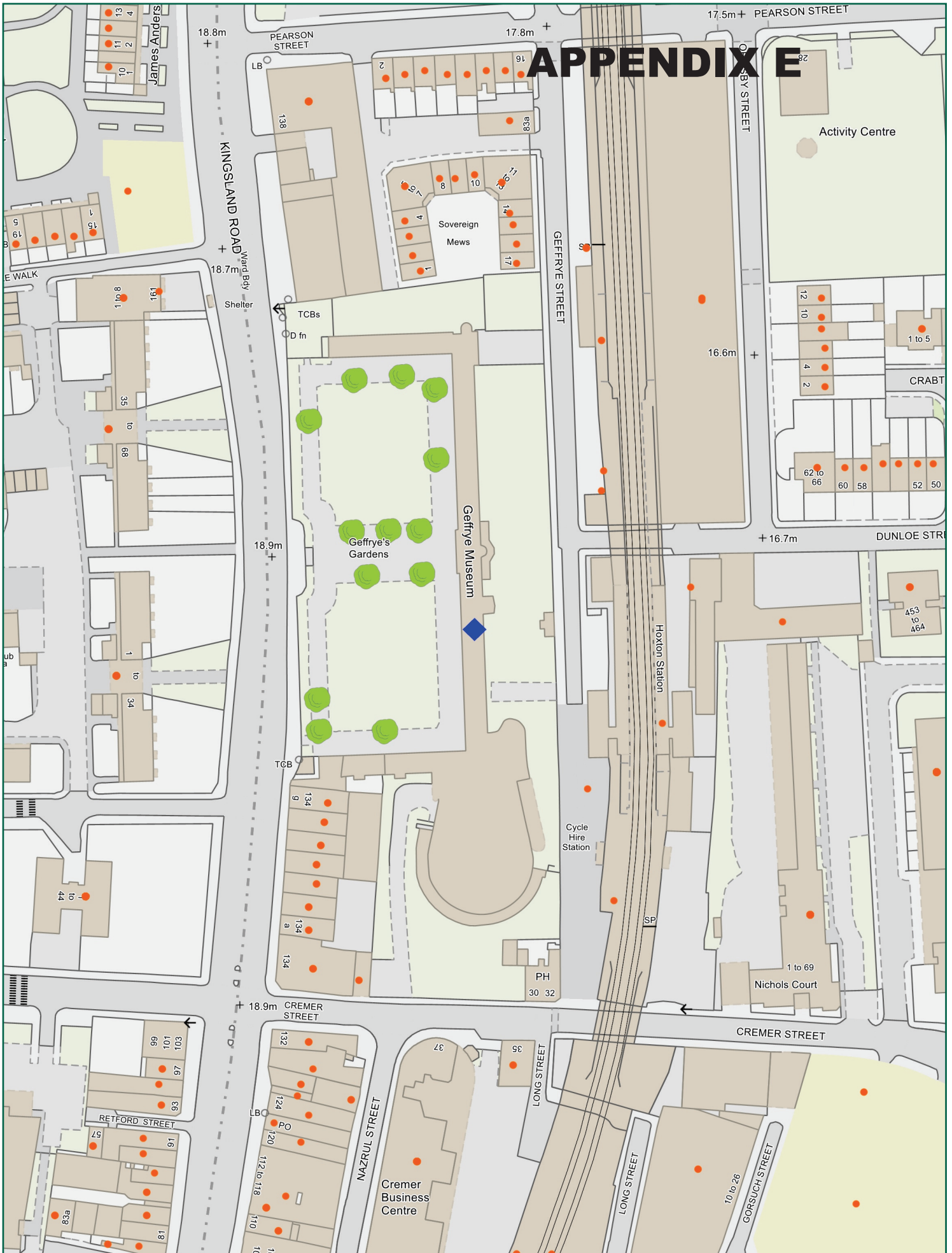
Other

- 1 = Floor level
- 2 = Ceiling level
- 3 = Floor level
- 4 = Ceiling level
- 5 = Floor level
- 6 = Ceiling level
- 7 = Floor level
- 8 = Ceiling level
- 9 = Floor level
- 10 = Ceiling level
- 11 = Floor level
- 12 = Ceiling level
- 13 = Floor level
- 14 = Ceiling level
- 15 = Floor level
- 16 = Ceiling level
- 17 = Floor level
- 18 = Ceiling level
- 19 = Floor level
- 20 = Ceiling level
- 21 = Floor level
- 22 = Ceiling level
- 23 = Floor level
- 24 = Ceiling level
- 25 = Floor level
- 26 = Ceiling level
- 27 = Floor level
- 28 = Ceiling level
- 29 = Floor level
- 30 = Ceiling level
- 31 = Floor level
- 32 = Ceiling level
- 33 = Floor level
- 34 = Ceiling level
- 35 = Floor level
- 36 = Ceiling level
- 37 = Floor level
- 38 = Ceiling level
- 39 = Floor level
- 40 = Ceiling level
- 41 = Floor level
- 42 = Ceiling level
- 43 = Floor level
- 44 = Ceiling level
- 45 = Floor level
- 46 = Ceiling level
- 47 = Floor level
- 48 = Ceiling level
- 49 = Floor level
- 50 = Ceiling level
- 51 = Floor level
- 52 = Ceiling level
- 53 = Floor level
- 54 = Ceiling level
- 55 = Floor level
- 56 = Ceiling level
- 57 = Floor level
- 58 = Ceiling level
- 59 = Floor level
- 60 = Ceiling level
- 61 = Floor level
- 62 = Ceiling level
- 63 = Floor level
- 64 = Ceiling level
- 65 = Floor level
- 66 = Ceiling level
- 67 = Floor level
- 68 = Ceiling level
- 69 = Floor level
- 70 = Ceiling level
- 71 = Floor level
- 72 = Ceiling level
- 73 = Floor level
- 74 = Ceiling level
- 75 = Floor level
- 76 = Ceiling level
- 77 = Floor level
- 78 = Ceiling level
- 79 = Floor level
- 80 = Ceiling level
- 81 = Floor level
- 82 = Ceiling level
- 83 = Floor level
- 84 = Ceiling level
- 85 = Floor level
- 86 = Ceiling level
- 87 = Floor level
- 88 = Ceiling level
- 89 = Floor level
- 90 = Ceiling level
- 91 = Floor level
- 92 = Ceiling level
- 93 = Floor level
- 94 = Ceiling level
- 95 = Floor level
- 96 = Ceiling level
- 97 = Floor level
- 98 = Ceiling level
- 99 = Floor level
- 100 = Ceiling level

Basement

Sheet 2 of 2

APPENDIX E



Scale: 1:1250 at A4



Ref:
02 August 2018

Produced by: unspecified
email:

please specify copyright statement