

<b>For Consideration By</b>	Licensing Sub-Committee
<b>Meeting Date</b>	28 March 2024
<b>Type of Application</b>	Premises Licence
<b>Address of Premises</b>	Studio 9294 ,Unit 1, 92a -94 Wallis Road, Hackney, London E9 5LN
<b>Classification</b>	Decision
<b>Ward(s) Affected</b>	Hackney Wick
<b>Group Director</b>	Rickardo Hyatt

1. **Summary**

- 1.1. This is an application for a premises licence to allow authorisation for plays, films, indoor sporting events, live music, recorded music, performance of dance, anything of similar description, late night refreshments and to authorise the supply of alcohol for consumption on the premises from Monday to Sunday.

2. **Application**

- 2.1. Hoxton 177 Ltd have made an application for a premises licence under section 17 of the Licensing Act 2003.
- 2.2. The applicant is seeking authorisation for the following licensable activities and times:

<b>Plays Indoors</b>	<b>Standard Hours:</b> Mon 10:00-00:00 Tue 10:00-00:00 Wed 10:00-00:00 Thu 10:00-00:00 Fri 10:00-03:00 Sat 10:00-03:00 Sun 10:00-00:00
<b>Films indoors</b>	<b>Standard Hours:</b> Mon 10:00-00:00 Tue 10:00-00:00 Wed 10:00-00:00 Thu 10:00-00:00 Fri 10:00-03:00 Sat 10:00-03:00 Sun 10:00-00:00

<b>Indoor sporting events</b>	<b>Standard Hours:</b> Mon 10:00-00:00 Tue 10:00-00:00 Wed 10:00-00:00 Thu 10:00-00:00 Fri 10:00-03:00 Sat 10:00-03:00 Sun 10:00-00:00
<b>Live Music indoors</b>	<b>Standard Hours:</b> Mon 10:00-00:00 Tue 10:00-00:00 Wed 10:00-00:00 Thu 10:00-00:00 Fri 10:00-03:00 Sat 10:00-03:00 Sun 10:00-00:00
<b>Recorded Music indoors</b>	<b>Standard Hours:</b> Mon 10:00-00:00 Tue 10:00-00:00 Wed 10:00-00:00 Thu 10:00-00:00 Fri 10:00-03:00 Sat 10:00-03:00 Sun 10:00-00:00
<b>Performances of Dance Indoors</b>	<b>Standard Hours:</b> Mon 10:00-00:00 Tue 10:00-00:00 Wed 10:00-00:00 Thu 10:00-00:00 Fri 10:00-03:00 Sat 10:00-03:00 Sun 10:00-00:00
<b>Anything of a similar description</b>	<b>Standard Hours:</b> Mon 10:00-00:00 Tue 10:00-00:00 Wed 10:00-00:00 Thu 10:00-00:00 Fri 10:00-03:00 Sat 10:00-03:00 Sun 10:00-00:00

<b>Late Night Refreshment indoors</b>	<b>Standard Hours:</b> Mon 23:00-00:00 Tue 23:00-00:00 Wed 23:00-00:00 Thu 23:00-00:00 Fri 23:00-03:00 Sat 23:00-03:00 Sun 23:00-00:00
<b>Supply of Alcohol On Premises</b>	<b>Standard Hours:</b> Mon 10:00-00:00 Tue 10:00-00:00 Wed 10:00-00:00 Thu 10:00-00:00 Fri 10:00-03:00 Sat 10:00-03:00 Sun 10:00-00:00
<b>The opening hours of the premises</b>	<b>Standard Hours:</b> Mon 08:00-00:30 Tue 08:00-00:30 Wed 08:00-00:30 Thu 08:00-00:30 Fri 08:00-03:30 Sat 08:00-03:30 Sun 08:00-00:30

2.3. The application is attached as Appendix A. The hours have been amended to those mentioned in Para 2.2 above as agreed between the applicant and the Police Authority. The applicant has proposed measures that could be converted to conditions (see paragraph 8.1 below).

3. **Current Status/History**

3.1. The premises are not currently licensed for any activity.

3.2. Temporary event notices have been given in year the last 12 months

<b><u>Date of the event(s)</u></b>	<b><u>Hours</u></b>
18/06/2023 18/06/2023	00:01 04:00
19/06/2023 19/03/2023	23:31 01:00
25/06/2023 25/06/2023	00:01 04:00
22/07/2023 22/07/2023	00:01 04:00
13/08/2023 13/08/2023	00:01 04:00
30/09/2023 31/09/2023	00:01 04:00
07/10/2023 07/10/2023	00:01 05:00
21/10/2023 21/10/2023	00:01 05:00
26/11/2023 26/11/2023	00:01 03:00
03/12/2023 03/12/2023	00:01 05:00
01/01/2024 01/01/2024	00:01 04:00

10/02/2024 10/02/2024 00:01 03:00  
 17/02/2024 17/02/2024 00:01 05:00

4. **Representations: Responsible Authorities**

<b>From</b>	<b>Details</b>
Environmental Health Authority (Environmental Protection)	No representation received
Environmental Health Authority (Environmental Enforcement)	No representation received
Environmental Health Authority (Health & Safety)	No representation received
Weights and Measures (Trading Standards)	No representation received
Planning Authority	Have confirmed no representation
Area Child Protection Officer	No representation received
Fire Authority	Have confirmed no representation .
Police	Representation removed following agreed additional conditions and reduction of hours for the licensable activities ( See Para 2.2 above).
Licensing Authority <b>Appendix B</b>	Representation received on the grounds of The Prevention of Public Nuisance
Health Authority	No representation received

5. **Representations: Other Persons**

<b>From</b>	<b>Details</b>
1 Representation received from and on behalf of local residents. <b>Appendix C</b>	Representation received on the grounds of The Prevention of Crime and Disorder, Public Safety, Prevention of Public Nuisance and The Protection of Children from Harm.

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, LP1 (General Principles), LP2 (Licensing Objectives) and LP3 (Core Hours) 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;  
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  
drink as much alcohol as possible (whether within a time limit or otherwise);
- 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;

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;

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
  - (c) 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;
- (d) “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;
- (e) “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
- (f) “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.

### **Conditions derived from operating schedule**

10. The premises shall install and maintain a comprehensive CCTV system as per the minimum requirements of a Metropolitan Police Crime Prevention Officer. All public areas and all 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.

11. 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.

12. An incident log shall be kept at the premises, and made available on request to an authorised officer of the Council or the Police, which will as a minimum record the following:

- (a) all crimes reported to the venue
- (b) all ejections of patrons
- (c) any complaints received
- (d) any incidents of disorder
- (e) seizures of drugs or offensive weapons
- (f) any faults in the CCTV system or searching equipment or scanning equipment
- (g) any refusal of the sale of alcohol
- (h) any visit by a relevant authority or emergency service

13. SIA must be employed on a Friday and Saturday night when the venue is open after midnight at a minimum ratio of 1:100 customers. At other times SIA will be deployed subject to an operational risk assessment basis. All security staff shall be clearly identifiable at all times. 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 time they commence and conclude working. If the door supervisor was provided by an agency the name, registered business address and contact telephone number will also be provided. This register will be made available to police or authorised officers immediately upon request.

14. Premises to operate zero tolerance policy to drugs and comply with Hackney Police and Council Community Safety Unit Drugs and Weapons Policy where appropriate.

15. 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.

16. An adequate and appropriate supply of first aid equipment and materials shall be available on the premises.

17. The Premises License Holder or DPS will ensure that there is a fire risk assessment and emergency evacuation plan in place at all times.

18. There shall be a written dispersal policy, a copy of which shall be kept on the premises and made available to police or other authorised officer upon request.

19. Clear and prominent notices shall be displayed and maintained at all exits in a place where they can be seen and easily read by customers requiring customers to leave the premises and the area quietly.

20. All staff are to be fully trained and made aware of the legal requirement of businesses to comply with their duty of care as regards the disposal of waste produced from the business premises. The procedure for handling and preparing for disposal of the waste shall be in writing and displayed in a prominent place where it can be referred to at all times by staff.

21. The Licensee shall ensure that any contract for general and recyclable waste disposal shall be appropriate in size to the amount of waste produced by the business. The Licensee shall maintain an adequate supply of waste receptacles provided by his registered waste carrier (refuse sacks or commercial waste bins) in order to ensure all refuse emanating from the business is always presented for collection

22. When licensable activities are taking place at the venue, the number of persons using the front of the premises as the smoke designated area should be limited to maximum of 12 at any one time after 20:00 hours.

23. The premises licence holder is to ensure that all amplified music at the premises between the hours of 23:00 and 08:00 is played through a sound limiting device to be set by a registered member of Institute of Acoustic or other similar professional body. The level should be set such as not to cause nuisance to the nearest noise sensitive receptor.

24. The sound limiter shall be securely locked and accessed only by the management.
25. When licensable activities are taking place at the venue, the applicant is to ensure that the Acoustic lobby door/s is closed at times.
26. A Challenge 21 proof of age scheme shall be operated at the premises where the only acceptable forms of identification are recognised photographic identification cards, such as driving licence or passport
27. Challenge 21 signage will be prominently displayed.
28. The Licensee shall ensure that all staff are fully trained and made aware of the legal requirement of businesses to comply with their responsibility as regards the disposal of waste produced from the business premises. The procedure for handling and preparing for disposal of the waste shall be in writing and displayed in a prominent place where it can be referred to at all times by staff.
29. The Licensee shall ensure that any contract for general and recyclable waste disposal shall be appropriate in size to the amount of waste produced by the business. The Licensee shall maintain an adequate supply of waste receptacles provided by his registered waste carrier (refuse sacks or commercial waste bins) in order to ensure all refuse emanating from the business is always presented for collection by his waste carrier and shall not use any plain black or unidentifiable refuse sacks or any other unidentifiable or unmarked waste receptacles.
30. In order to minimise the amount of time any waste remains on the public highway in readiness for collection, the Licensee will ensure the timeframe within which it may expect its waste carrier to collect is adhered to.
31. The Licensee shall instruct members of staff to make regular checks of the area immediately outside the premises and remove any litter, bottles and glasses emanating from the premises. A final check should be made at close of business.
32. The Licensee shall provide a safe receptacle for cigarette ends to be placed outside for the use of customers, such receptacle being carefully placed so as not to cause an obstruction or trip.
33. The current trade waste agreement/duty of care waste transfer document shall be conspicuously displayed and maintained in the window of the premises where it can be conveniently seen and read by persons standing in Studio 9294. This should remain unobstructed at all times and should clearly identify:-
  - a. the name of the registered waste carrier
  - b. the date of commencement of trade waste contract
  - c. the date of expiry of trade waste contract
  - d. the days and times of collection
  - e. the type of waste including the European Waste Code
34. There shall be a minimum of 2 SIA security from 19:00 hours on Friday and Saturday when the front outside space (Car Park) is used for Licensable Activity.

Risk Assessment for consideration of additional SIA security to be used on West Ham Home match days and any other Events.

26. When the Car Park/Yard area is in use the capacity of the internal parts of the premises shall be reduced by the same number.

35. The capacity for the outside area shall be limited to 250 persons at any one time.

36. Install a sound limiter in the external area.

37. The Applicant to provide the Licensing Authority and the Metropolitan Police Service with an updated dispersal policy tailored to dispersal of the outside area for their satisfaction and approval. A copy of the approved dispersal policy for the outside area shall be kept on the premises and made available to the Metropolitan Police Service or other authorised officer upon request.

38. The total capacity of the venue is 970 with each space holding (including terrace)

- 94 Wallis Road is – 475 (excluding staff)
- 92 Wallis Road is – 395 (excluding staff)

39. The outside yard/ car park area is not used for any licensable activity after 2200 hrs.

## 9. Reasons for Officer Observations

9.1. Conditions 10 to 37 are derived from the applicant's operating schedule. Conditions 38 and 39 have been proposed by the Police Authority and accepted by the applicant.

## 10. Legal Comments

10.1. The Council has a duty as a Licensing Authority under the Licensing Act 2003 to carry out its functions with a view to promoting the following 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**

12.1. **Option 1**

**That the application be refused**

12.2. **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.

**Appendices:**

Appendix A: Application for a premises licence and supporting documents

Appendix B: Representations from responsible authorities

Appendix C: Representations from other persons

Appendix D: Location map

**Background documents**

Licensing Act 2003

LBH Statement of Licensing Policy

<b>Report Author</b>	Name: <a href="#">Sanaria Hussain</a> Title: Senior Licensing Officer Email: Suba.Sriramana@hackney.gov.uk Tel: 020 8356 4972
<b>Comments for the Group Director of Finance and Corporate Resources prepared by</b>	Name Title Email Tel
<b>Comments for the Director of Legal, Democratic and Electoral Services prepared by</b>	Name Title Email Tel

**H 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 Hoxton 177 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 Studio 9294 Unit 1, 92a-94 Wallis Road Hackney			
<b>Post town</b>	London	<b>Postcode</b>	E9 5LN

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£56000

**Part 2 - Applicant details**

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

- a) an individual or individuals \*  please complete section (A)
- b) a person other than an individual \*
  - i as a limited company/limited liability partnership  please complete section (B)
  - ii as a partnership (other than limited liability)  please complete section (B)
  - iii as an unincorporated association or  please complete section (B)

- iv other (for example a statutory corporation)  please complete section (B)
- c) a recognised club  please complete section (B)
- d) a charity  please complete section (B)
- e) the proprietor of an educational establishment  please complete section (B)
- f) a health service body  please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales  please complete section (B)
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England  please complete section (B)
- h) the chief officer of police of a police force in England and Wales  please complete section (B)

\* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

- 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)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
<b>Surname</b>			<b>First names</b>		
<b>Date of birth</b>		I am 18 years old or over <input type="checkbox"/>		Please tick yes	
<b>Nationality</b>					
Current residential address if different from premises address					
Post town				Postcode	

<b>Daytime contact telephone number</b>	
<b>E-mail address (optional)</b>	
<b>Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service (please see note 15 for information)</b>	

**SECOND INDIVIDUAL APPLICANT (if applicable)**

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
<b>Surname</b>			<b>First names</b>		
<b>Date of birth</b>		I am 18 years old or over <input type="checkbox"/> Please tick yes			
<b>Nationality</b>					
Current postal address if different from premises address					
Post town		Postcode			
<b>Daytime contact telephone number</b>					
<b>E-mail address (optional)</b>					
<b>Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service (please see note 15 for information)</b>					

**(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 Hoxton 177 Ltd
------------------------

<b>Address</b> 90 Wallis Road, London, United Kingdom, E9 5LN
<b>Registered number (where applicable)</b> 10251286
<b>Description of applicant (for example, partnership, company, unincorporated association etc.)</b> Private limited Company
<b>Telephone number (if any)</b>
<b>E-mail address (optional)</b>

**Part 3 Operating Schedule**

When do you want the premises licence to start?

DD	MM	YYYY
0	9	0 2 2 0 2 4

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

DD	MM	YYYY

<p><b>Please give a general description of the premises (please read guidance note 1)</b>          Arts led Events Space. This incorporates supporting local artists and worthy causes along with Celebratory Events.</p> <p>The application is submitted to replace a previous premises licence that was time limited and subsequently expired.</p>
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If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.

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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 all that apply          |
|---|-------------------------------------|
| a) plays (if ticking yes, fill in box A)  | <input checked="" type="checkbox"/> |
| b) films (if ticking yes, fill in box B)  | <input checked="" type="checkbox"/> |
| c) indoor sporting events (if ticking yes, fill in box C)   | <input checked="" type="checkbox"/> |
| d) boxing or wrestling entertainment (if ticking yes, fill in box D)  | <input type="checkbox"/>            |
| e) live music (if ticking yes, fill in box E)   | <input checked="" type="checkbox"/> |
| f) recorded music (if ticking yes, fill in box F)   | <input checked="" type="checkbox"/> |
| g) performances of dance (if ticking yes, fill in box G)  | <input checked="" type="checkbox"/> |
| h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H) | <input checked="" type="checkbox"/> |
| <b>Provision of late night refreshment</b> (if ticking yes, fill in box I)                                  | <input checked="" type="checkbox"/> |
| <b>Supply of alcohol</b> (if ticking yes, fill in box J)  | <input checked="" type="checkbox"/> |

**In all cases complete boxes K, L and M**

**A**

<b>Plays</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of a play take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b>Please give further details here</b> (please read guidance note 4)		
Mon	10:00	00:00			
Tue	10:00	00:00			
Wed	10:00	00:00			
			<b>State any seasonal variations for performing plays</b> (please read guidance note 5)		
Thur	10:00	00:00	<b>Non-standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Fri	10:00	04:00			
Sat	10:00	04:00			
Sun	10:00	01:00			

**B**

<b>Films</b> Standard days and timings (please read guidance note 7)			<b>Will the exhibition of films take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>			
				Outdoors	<input type="checkbox"/>			
				Both	<input type="checkbox"/>			
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b>Please give further details here</b> (please read guidance note 4)					
Mon	10:00	00:00						
Tue	10:00	00:00						
Wed	10:00	00:00				<b>State any seasonal variations for the exhibition of films</b> (please read guidance note 5)		
Thur	10:00	00:00						
Fri	10:00	04:00	<b>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</b> (please read guidance note 6)					
Sat	10:00	04:00						
Sun	10:00	01:00						

**C**

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 7)			<b>Please give further details</b> (please read guidance note 4)  <b>State any seasonal variations for indoor sporting events</b> (please read guidance note 5)  <b>Non-standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</b> (please read guidance note 6)
Day	Start	Finish	
Mon	10:00	00:00	
Tue	10:00	00:00	
Wed	10:00	00:00	
Thur	10:00	00:00	
Fri	10:00	04:00	
Sat	10:00	04:00	
Sun	10:00	01:00	

**D**

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

E

<b>Live music</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of live music take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors <input checked="" type="checkbox"/>
				Outdoors <input type="checkbox"/>
				Both <input type="checkbox"/>
Day	Start	Finish		
Mon	10:00	00:00	<b>Please give further details here</b> (please read guidance note 4)	
Tue	10:00	00:00		
Wed	10:00	00:00	<b>State any seasonal variations for the performance of live music</b> (please read guidance note 5)	
Thur	10:00	00:00		
Fri	10:00	04:00	<b>Non-standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</b> (please read guidance note 6)	
Sat	10:00	04:00		
Sun	10:00	01:00		

F

<b>Recorded music</b> Standard days and timings (please read guidance note 7)			<b>Will the playing of recorded music take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b>Please give further details here</b> (please read guidance note 4)		
Mon	10:00	00:00			
Tue	10:00	00:00			
Wed	10:00	00:00			
			<b>State any seasonal variations for the playing of recorded music</b> (please read guidance note 5)		
Thur	10:00	00:00	<b>Non-standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Fri	10:00	04:00			
Sat	10:00	04:00			
Sun	10:00	01:00			

**G**

<b>Performances of dance</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of dance take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)		
Mon	10:00	00:00			
Tue	10:00	00:00			
Wed	10:00	00:00			
			<b>State any seasonal variations for the performance of dance</b> (please read guidance note 5)		
Thur	10:00	00:00	<b>Non-standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Fri	10:00	04:00			
Sat	10:00	04:00			
Sun	10:00	01:00			



H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 7)			<b>Please give a description of the type of entertainment you will be providing</b>		
Day	Start	Finish	<b>Will this entertainment take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
Mon	10:00	00:00		Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue	10:00	00:00	<b>Please give further details here</b> (please read guidance note 4)		
Wed	10:00	00:00			
Thur	10:00	00:00	<b>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</b> (please read guidance note 5)		
Fri	10:00	04:00			
Sat	10:00	04:00	<b>Non-standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sun	10:00	01:00			

I

<b>Late night refreshment</b> Standard days and timings (please read guidance note 7)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>			
				Outdoors	<input type="checkbox"/>			
				Both	<input type="checkbox"/>			
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)					
Mon	23:00	00:00						
Tue	23:00	00:00						
Wed	23:00	00:00				<b>State any seasonal variations for the provision of late night refreshment</b> (please read guidance note 5)		
Thur	23:00	00:00						
Fri	23:00	04:00				<b>Non-standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat	23:00	04:00						
Sun	23:00	01:00						

J

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 7)			<b>Will the supply of alcohol be for consumption – please tick</b> (please read guidance note 8)	On the premises	<input checked="" type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 5)		
Mon	10:00	00:00			
Tue	10:00	00:00			
Wed	10:00	00:00			
Thur	10:00	00:00			
Fri	10:00	04:00			
Sat	10:00	04:00			
Sun	10:00	01:00			
			<b>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</b> (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):**

<b>Name</b> Christopher John McGovern	
<b>Date of birth</b> [REDACTED]	
[REDACTED]	
[REDACTED]	
Postcode	[REDACTED]
Personal licence number (if known) [REDACTED]	
Issuing licensing authority (if [REDACTED]) [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

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 7)			<b>State any seasonal variations</b> (please read guidance note 5)
Day	Start	Finish	
Mon	08:00	00:30	<b>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</b> (please read guidance note 6)
Tue	08:00	00:30	
Wed	08:00	00:30	
Thur	08:00	00:30	
Fri	08:00	04:30	
Sat	08:00	04:30	
Sun	08:00	01:30	

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

**a) General – all four licensing objectives (b, c, d and e)** (please read guidance note 10)

Please see attached schedule of conditions

**b) The prevention of crime and disorder**

Please see attached schedule of conditions

**c) Public safety**

Please see attached schedule of conditions

**d) The prevention of public nuisance**

Please see attached schedule of conditions

**e) The protection of children from harm**

Please see attached schedule of conditions

**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 or my share code issued by the Home Office online right to work checking service (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.**

<b>Declaration</b>	<ul style="list-style-type: none"> <li>[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).</li> <li>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, or have conducted an online right to work check using the Home Office right to work checking service which confirmed their right to work (please see note 15)</li> </ul>
Signature	
Date	12/01/2024
Capacity	Authorised Agent

**For joint applications, signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> 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	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)			
[Redacted]			
[Redacted]			
[Redacted]			
		Postcode	[Redacted]
		e	

Telephone number (if any)	██████████
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)	████████████████████

## ██████████ Guidance

1. 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.
2. In terms of specific regulated entertainments please note that:
  - Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
  - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
  - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
  - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
  - Live music: no licence permission is required for:
    - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets



consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.

- Recorded Music: no licence permission is required for:
    - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
  - Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
  - Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
    - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
    - any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
    - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
    - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
  4. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
  5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
  6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

7. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
9. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
10. Please list here steps you will take to promote all four licensing objectives together.
11. The application form must be signed.
12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
13. Where there is more than one applicant, each of the applicants or their respective agent must sign the application form.
14. This is the address which we shall use to correspond with you about this application.

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

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

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

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

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

**Documents which demonstrate entitlement to work in the UK**

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.

- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A **full** birth or adoption certificate issued in the UK which includes the name(s) of at least one of the holder's parents or adoptive parents, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.

- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 17(3) or 18A (2) of the Immigration (European Economic Area) Regulations 2006, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of an EEA state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
  - evidence of the applicant's own identity – such as a passport,
  - evidence of their relationship with the EEA family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
  - evidence that the EEA national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
    - (i) working e.g. employment contract, wage slips, letter from the employer,
    - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
    - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
    - (iv) self-sufficient e.g. bank statements.

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

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

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

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

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

### **Home Office online right to work checking service**

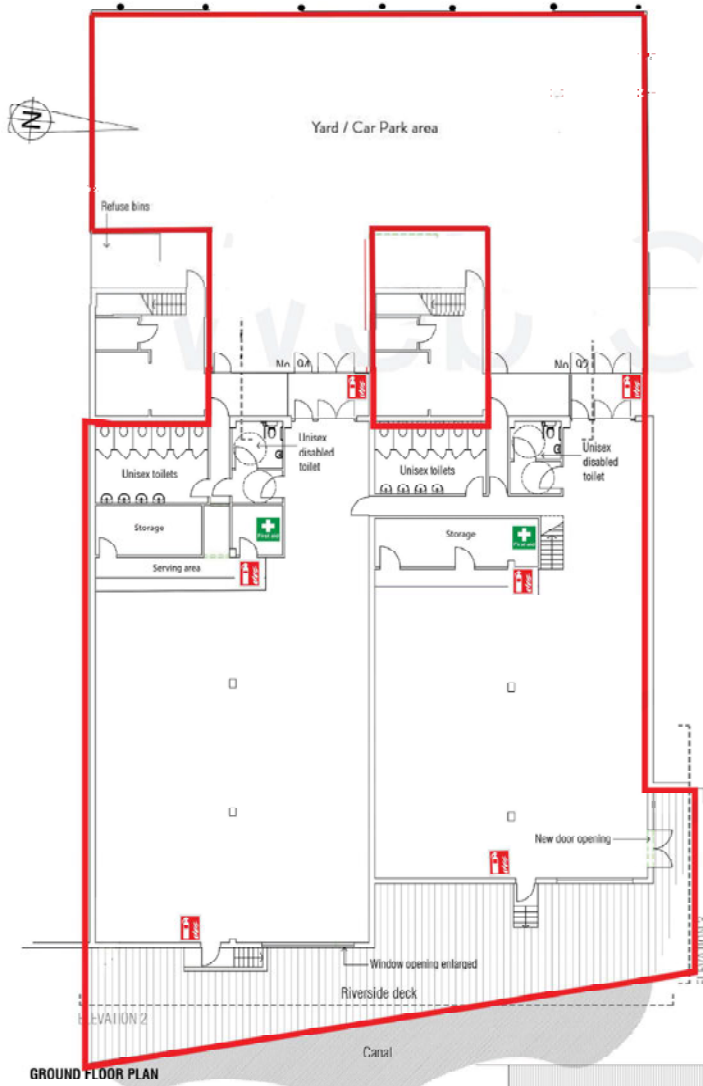
As an alternative to providing a copy of the documents listed above, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

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

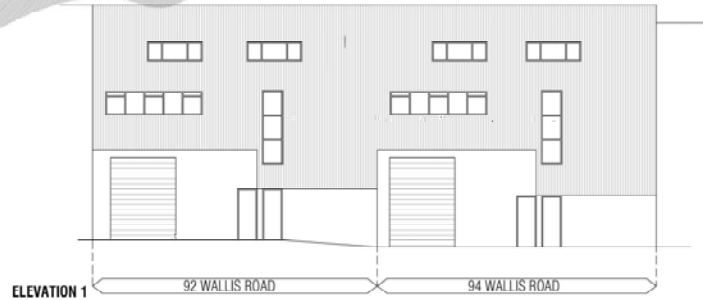
In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on a licensable activity.

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

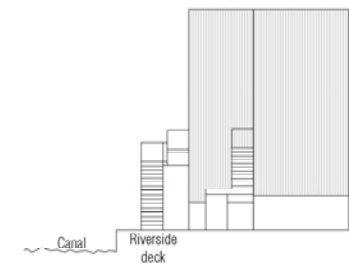
**92 & 94 WALLIS ROAD, LONDON E9 5LN**  
**EXISTING FLOOR PLAN & ELEVATIONS**  
**Drawing no. J.1**  
 Scale 1:200 / A3



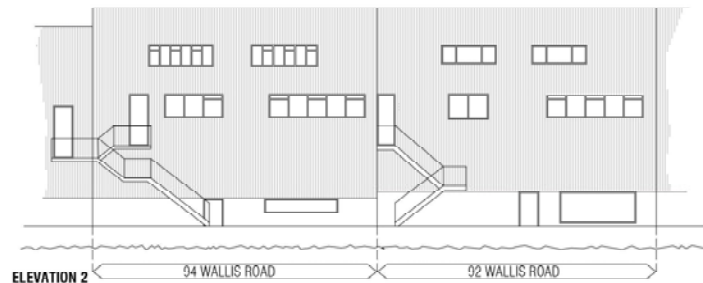
**GROUND FLOOR PLAN**



**ELEVATION 1**



**ELEVATION 3**



**ELEVATION 2**

**Studio 9294, Unit 1, 92a-94 Wallis Road E9 5LN**

**Proposed Conditions**

1. The premises shall install and maintain a comprehensive CCTV system as per the minimum requirements of a Metropolitan Police Crime Prevention Officer. All public areas and all 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 on request to an authorised officer of the Council or the Police, which will as a minimum record the following: (a) all crimes reported to the venue (b) all ejections of patrons? (c) any complaints received? (d) any incidents of disorder (e) seizures of drugs or offensive weapons? (f) any faults in the CCTV system or searching equipment or scanning equipment? (g) any refusal of the sale of alcohol (h) any visit by a relevant authority or emergency service.
4. SIA will be deployed subject to an operational risk assessment basis. All security staff shall be clearly identifiable at all times. 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 time they commence and conclude working. If the door supervisor was provided by an agency the name, registered business address and contact telephone number will also be provided. This register will be made available to police or authorised officer immediately upon request.
5. Premises to operate zero tolerance policy to drugs and comply with Hackney Police and Council Community Safety Unit Drugs and Weapons Policy where appropriate.
6. 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.
7. An adequate and appropriate supply of first aid equipment and materials shall be available on the premises.
8. The Premises License Holder or DPS will ensure that there is a fire risk assessment and emergency evacuation plan in place at all times.
9. There shall be a written dispersal policy, a copy of which shall be kept on the premises and made available to police or other authorised officer upon request.
10. Clear and prominent notices shall be displayed and maintained at all exits in a place where they can be seen and easily read by customers requiring customers to leave the premises and the area quietly.
11. All staff are to be fully trained and made aware of the legal requirement of businesses to comply with their duty of care as regards the disposal of waste produced from the business premises. The procedure for handling and preparing for disposal of the waste

shall be in writing and displayed in a prominent place where it can be referred to at all times by staff.

12. The Licensee shall ensure that any contract for general and recyclable waste disposal shall be appropriate in size to the amount of waste produced by the business. The Licensee shall maintain an adequate supply of waste receptacles provided by his registered waste carrier (refuse sacks or commercial waste bins) in order to ensure all refuse emanating from the business is always presented for collection
13. When licensable activities are taking place at the venue, the number of persons using the front of the premises as the smoke designated area should be limited to maximum of 12 at any one time after 20:00 hours.
14. The premises licence holder is to ensure that all amplified music at the premises between the hours of 23:00 and 08:00 is played through a sound limiting device to be set by a registered member of Institute of Acoustic or other similar professional body. The level should be set such as not to cause nuisance to the nearest noise sensitive receptor.
15. The sound limiter shall be securely locked and accessed only by the management.
16. When licensable activities are taking place at the venue, the applicant is to ensure that the Acoustic lobby door/s is closed at times.
17. A Challenge 21 proof of age scheme shall be operated at the premises where the only acceptable forms of identification are recognised photographic identification cards, such as driving license or passport
18. Challenge 21 signage will be prominently displayed.
19. The Licensee shall ensure that all staff are fully trained and made aware of the legal requirement of businesses to comply with their responsibility as regards the disposal of waste produced from the business premises. The procedure for handling and preparing for disposal of the waste shall be in writing and displayed in a prominent place where it can be referred to at all times by staff.
20. The Licensee shall ensure that any contract for general and recyclable waste disposal shall be appropriate in size to the amount of waste produced by the business. The Licensee shall maintain an adequate supply of waste receptacles provided by his registered waste carrier (refuse sacks or commercial waste bins) in order to ensure all refuse emanating from the business is always presented for collection by his waste carrier and shall not use any plain black or unidentifiable refuse sacks or any other unidentifiable or unmarked waste receptacles.
21. In order to minimise the amount of time any waste remains on the public highway in readiness for collection, the Licensee will ensure the timeframe within which it may expect its waste carrier to collect is adhered to.
22. The Licensee shall instruct members of staff to make regular checks of the area immediately outside the premises and remove any litter, bottles and glasses emanating from the premises. A final check should be made at close of business.
23. The Licensee shall provide a safe receptacle for cigarette ends to be placed outside for the use of customers, such receptacle being carefully placed so as not to cause an obstruction or trip.
24. The current trade waste agreement/duty of care waste transfer document shall be conspicuously displayed and maintained in the window of the premises where it can be conveniently seen and read by persons standing in Studio 9294. This should remain unobstructed at all times and should clearly identify:-
  - a. the name of the registered waste carrier



- b. the date of commencement of trade waste contract
  - c. the date of expiry of trade waste contract
  - d. the days and times of collection
  - e. the type of waste including the European Waste Code
25. There shall be a minimum of 2 SIA security from 19:00 hours on Friday and Saturday when the front outside space (Car Park) is used for Licensable Activity. Risk Assessment for consideration of additional SIA security to be used on West Ham Home match days and any other Events.
26. When the Carpark/Yard area is in use the capacity of the internal parts of the premises shall be reduced by the same number.
27. The capacity for the outside area shall be limited to 250 persons at any one time.
28. Install a sound limiter in the external area.
29. The Applicant to provide the Licensing Authority and the Metropolitan Police Service with an updated dispersal policy tailored to dispersal of the outside area for their satisfaction and approval. A copy of the approved dispersal policy for the outside area shall be kept on the premises and made available to the Metropolitan Police Service or other authorised officer upon request.

**In the Hackney Licensing Sub-Committee**

**In the Matter of Studio 9294**

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**APPLICANT'S SUPPORTING BUNDLE**

**INDEX**

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2	Acoustic Report	005
3	Schedule of TENs	010
4	Operational Policy Document	012

**From:** <[Amanda.griggs@met.police.uk](mailto:Amanda.griggs@met.police.uk)> on behalf of <[HackneyLicensingUnit-GN@met.police.uk](mailto:HackneyLicensingUnit-GN@met.police.uk)>

**Date:** Monday, 11 March 2024 at 11:00  
<[chris@thenumbergroup.com](mailto:chris@thenumbergroup.com)>

**Subject:** RE: FAO Amanda Griggs

Good Morning Chris

After reviewing the hours and conditions offered I am proposing the following:

Friday and Saturday all Licensable activity stops at 0300hrs with the venue closing at 0330hrs. On Sundays we ask that the times are brought back from 0100/0130hrs to midnight and 0030hrs in line with Monday – Thursday.

Police would also ask that the SIA condition (4) is changed as detailed below (I have put the changed section in italics):

*SIA must be employed on a Friday and Saturday night when the venue is open after midnight at a minimum ratio of 1:100 customers. At other times SIA will be deployed subject to an operational risk assessment basis. All security staff shall be clearly identifiable at all times. 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 time they commence and conclude working. If the door supervisor was provided by an agency the name, registered business address and contact telephone number will also be provided. This register will be made available to police or authorised officer immediately upon request.*

Additionally Police would ask for these additional conditions:

- The total capacity of the venue is 970 with each space holding (including terrace)
  - 94 Wallis Road is – 475 (excluding staff)
  - 92 Wallis Road is – 395 (excluding staff)
  
- The outside yard/ carpark area is not used for any licensable activity after 2200hrs.

Please let me know your thoughts

Kind regards

Amanda



PC Amanda Griggs 3288CE  
Licensing Officer  
Central East BCU (*Hackney & Tower Hamlets*)

a: Stoke Newington Police Station, 33 Stoke Newington  
High Street, Hackney, N16 8DS

w: [www.met.police.uk](http://www.met.police.uk)

t: [REDACTED]

e: [amanda.griggs@met.police.uk](mailto:amanda.griggs@met.police.uk)

**From:** [REDACTED]

**Sent:** 27 February 2024 12:33

**To:** Hackney Licensing Unit - GN <[HackneyLicensingUnit-GN@met.police.uk](mailto:HackneyLicensingUnit-GN@met.police.uk)>

**Subject:** FAO Amanda Griggs

Hey Amanda

Hope all is well

I am just reaching out regarding our application to replace the licence and extend the hours at 92-94 Wallis Road, and the representations Metropolitan Police have made.

The extension on Fri & Sat is to continue the same activities we already do but on a more consistent and reliable basis that using TENs each time. We intend to still only host recorded music events that fit into our branding; ones we have hosted for many years now.

Number 90 Hackney Wick only intend to program brands and event labels with genres of music as House, Techno, World Music, Culture & Wellness, Indie & LBGT, we have zero intentions to program, Bashment, Grime, Reggae, Drum & Bass, Hip hop or Rap music, as this does not align with our branding culture. We intend to continue what we have been programming for the past 8 years.

Our official safe capacity is 970 with each space holding (including terrace)

- 94 Wallis Road is – 475 (excluding staff)
- 92 Wallis Road is – 395 (excluding staff)

Often when the room is in use, the terrace is always open, so customers have access to a chill-out area or the alternative room (weather dependant) so they have a safe and controlled space to chill out from the event room. We are happy to have conditions in place where room capacities are controlled and limited.

We can confirm we have no intentions to hold any regular licensed activities within the open area located outside the front of the building. We would like the option to be able to have food vendor vans to trade from there for corporate events. We can confirm if these were to happen we would not have any recorded or live music activities and food vendors would be cease trading at 9pm.

The yard is for Access and Egress only on a regular basis.

We feel the 4am finish would help to ensure there is no interference with egress from other venues within the immediate area, support the prevention of public nuisance.

We are confident that our current dispersal procedures and our work with Pinnacle Protection demonstrate that we prevent public nuisance on a regular basis, alongside with the support from late night enforcement

Please let me know if you would like to speak about the application in more detail.

SAB-003

Many thanks and best regards,

Chris McGovern<sup>[1]</sup>  
Operation Manager



e: [REDACTED] <sup>[1]</sup>  
[REDACTED] <sup>SEP</sup> [REDACTED]

To:	Chris McGovern	From:	Alex Brooker
Company:	The Number Group	Pages:	5
cc:	-	Date:	11 March 2024
		Ref:	AS13469.240311.TN1
Project:	No 90 Hackney Wick		
Subject:	Noise Management Briefing Note		

Bar 90 and Studio 9294, are two distinct but linked entertainment venues at Nos 90-94 Hackney Wick (the Site). Studio 9294 is currently licenced to open between 08:00-23:30 Sunday to Thursday and until 00:30 on Fridays and Saturdays, with live and recorded music permitted between 10:00-23:00 Sunday to Thursday and until 00:00 on Friday and Saturday. Studio 9294 is applying for an extension of licenced hours to open until 04:00.

Clarke Saunders Acoustics (CSA) has been appointed by the venue operator to investigate potential additional noise impacts on nearby residents that may result from the extension of hours and provide guidance, where appropriate, on noise control measures.

This short briefing note provides an outline summary of CSAs observations relating to noise from the venue for the information of the committee. This is based on numerous visits to the venue and surrounding area by CSA consultancy staff, to undertake both subjective observations and objective measured noise readings during current opening hours and during events. Extensive discussions with the venue operator have also been undertaken to establish the current approach to noise control measures, and to identify any aspects that may benefit the operation of the venue and promote good relations with neighbours.

This note comprises four main sections:

- Background to venue and planning history
- Observations of current venue operation
- Discussion of existing venue operation and noise in the context of extended operating hours.
- Typical scope of a future formal noise management plan, if required

## Background

In consideration of noise impacts on nearby noise sensitive receptors, it is important to note the recent planning context of the area. The nearest noise sensitive receptors to the site were identified as follows, which are also shown in Figure 1 at the end of this note:

- the recently built flats at 84 Wallis Road to the west (part of the Hackney Wick Central development); and
- the apartments on the corner of East Bay Lane and Copper Street to the north east (Eastwick Phase 1).

Bar 90 has been in operation since 2013 and Studio 9294 since 2015. Both have been operating in their current form from the outset with a focus on late night amplified and live music events. The Hackney Wick Central planning application was submitted in 2016 (London Legacy Development Corporation [LLDC] planning application ref. 16/00166/OUT), which included the 84 Wallis Road receptor. The Eastwick Phase 1 development appears to have been constructed at around the same time, though the outline planning application appears to have been submitted earlier. Prior to this, it is understood that the surrounding area was predominantly commercial in nature.

On the basis that the venues had been operating prior to these applications, any noise impacts from sources in the surrounding area (including all existing entertainment venues) would be expected to have been identified during the planning phases of the developments such that the noise impacts were either deemed acceptable or further mitigated to provide an adequate acoustic environment for new residents and to ensure no undue burden is placed on existing commercial or industrial uses.

It is beyond the scope of this note to provide an extensive review of all planning decisions following submission of the outline applications for each site. However, it is reasonable to assume that all relevant noise sources affecting the new residential sites were adequately considered and suitable noise control measures incorporated in to the design. As such, noise from the current operation of the venue is assumed to be considered acceptable with negligible impact on surrounding noise sensitive receptors.

### **Observation of current venue operation**

The Site comprises two distinct areas:

- Bar 90, a bar and kitchen with licensed hours up to 00:30. This typically plays background music during daytime and most weeknight periods with live music or DJs at other times.
- Studio 9294, houses a nightclub venue hosting DJs and live music events. This is the area applying for extended opening hours.

The main entrances to both are on the east side of the building, accessed via a private road leading off Wallis Road. From the front entrance doors, both have a lobbied area which subsequently leads on to the main open plan double height event spaces. From the main event spaces, access can be gained to the external terrace on the west side of the building on the canal. The terraces are covered by a roof but otherwise open on the west elevation.

CSA visited site over the course of two weekends on 1<sup>st</sup> – 3<sup>rd</sup> March and 8<sup>th</sup> – 10<sup>th</sup> March 2024. On both weekends, the venue had a temporary extension to their opening hours such that events were held until 04:00am, allowing observations and measurements of noise levels to be undertaken during conditions representative of the intended permanent licence extension. The following key sources of noise associated with the venue were noted on site:

- Patron noise as people arrive and leave the venues on the Wallis Road (west) side
- Patron noise from people on the terraces on the canal (east) side
- Amplified music on the terraces
- Some music noise breakout from the internal event spaces on the Canal (east) side. No music noise breakout was audible on the Wallis Road (west) side at the time of the survey visits.

As noted above, since the venue has been operating, numerous new noise sensitive developments have been built in close proximity to the site. Although the onus is expected to have been on the developers of these new receptors to adequately protect residents from existing noise sources, the venue is of course keen to maintain good neighbourly relations, not least since there is a direct commercial benefit to fostering a vibrant and collaborative neighbourhood. A range of noise control measures have, therefore, been implemented by the management to minimise potential noise impacts to new neighbouring developments. These have been confirmed by the venue and are summarised below.

**Existing noise control measures**

- The layout of both venues naturally minimises noise breakout from the building envelope on the eastern side and via the roof due to low noise areas creating 'buffer zones' between the event spaces and the nearest residential receptors. These lower noise areas include entrance lobbies and circulation spaces, offices, WCs and studios. No music noise during events at Studio 9294 was audible on this side of the venue during the survey visit.
- In response to the placement of residential developments nearby, works were undertaken at the venue operator's expense to further reduce noise breakout from the site. Works were carried out across all venues with a particular focus on Studio 9294.
- A detailed patron access and egress risk management plan has been developed to minimise noise from the venue operations.
  - Different ingress and egress plans have been developed suited to the type and size of event.
  - A temporary barrier system is erected prior to each event to manage queuing and to control patron activity at the beginning of events.
  - Once inside the building, alternative patron ingress routes to Studio 9294 have been identified via a connecting corridor with adjacent venues such that there is no direct access from the street to the event spaces, thus minimising noise breakout via doors. Security staff are located at key positions to assist customers in using the designated one-way systems during events.
  - A carefully managed patron egress route has been identified via the terraces to the rear of the venues directly on to Wallis Road. This effectively minimises patron activity directly in front of the 84 Wallis Road apartments. Patrons are encouraged to disperse from the site as quickly and quietly as possible and waiting for taxis on Wallis Road is discouraged.
- Only background music is played on the terraces. Music volumes here are reduced during more noise sensitive evening periods, minimising the tendency for patrons to raise their voices. Music on terraces is switched off at 21:30.
- Management and staff were noted to be very careful to ensure external doors were not left open at any time to minimise noise breakout.

Observations by CSA in and around the venue indicated that, with the current operational practices in place, while some noise from the venue operation was audible at nearby noise sensitive receptors, including music and patron activity, it was generally at relatively moderate levels and consistent with a lively east London area with a thriving night-time economy.

Several other entertainment venues were also noted to be operating during the survey visits and noise from these was also audible to varying extents, including Grow Bar and Restaurant, Nico's bar and restaurant and Colour Factory nightclub. These are shown in Figure 1 below. Overall the soundscape was consistent with a bustling and vibrant area and audible noise from Studio 9294 was congruent with this environment.

It is understood that Bar 90/Studio 9294 have received complaints from local residents due to noise. In several cases, although the complaints have been directed at the Site, the venue was not open and so it is likely the cause of complaint was other surrounding venues.

**Extended operating hours**

The Venue is currently licenced to operate until 00:30am with live of amplified music up to 00:00. With the above noise management strategies in place, noise emissions during events have been observed to be moderate, typical of a vibrant cultural area, and in keeping with the general soundscape, including other local venues. Venues in the immediate vicinity are currently licenced until significantly later, including Grow bar (up to 02:00am on Friday and Saturday) and Colour Factory (up to 04:00am on Friday and Saturday – though it is noted that some event listings run until 06:00am). In light of the comments made above with regard to the noise mitigation that would be expected to be inherent in the design of nearby new residential buildings, noise impacts from the existing soundscape are assumed to be considered acceptable. This being the case, an extension of operating hours for Studio 9294 would be consistent with other nearby venues and would not be expected to significantly change the current soundscape, or result in any significant increase in adverse noise impact.

**Scope of Noise Management Plan**

In recognition of the importance of fostering good relations with the surrounding community, the venue operator is willing to formalise a noise management plan (NMP), in liaison with the Council. This would aim



to set out a commitment to maintain the existing noise management strategies, outline further measures where possible and provide a framework for ongoing monitoring to ensure any existing noise emissions do not increase in the future. Typically, this NMP would comprise the following structure, though this can be adapted to suit the specific site requirements.

Section title	Description
NMP objectives	Set out purpose of the NMP, background to venue operation, etc
Site description	Identification of venue location, operating hours and key noise sensitive receptor locations
Noise management strategies	Description of noise management strategies currently in place
Noise monitoring procedure	Summary of results of baseline surveys. Procedure for future surveys, whether routine or on request.
Complaints procedure	Outline the process by which complaints are received, investigated and addressed.
Ongoing review of procedures	Procedures to review existing noise control measures, assess effectiveness and identification of any required further measures.

Figure 1



NUMBER 90				Studio 92				STUDIO 94						
26 DAYS	20 TENS	Date	Promoter	Finish time	26 DAYS	20 TENS	Date	Promoter	Finish Time	26 DAYS	20 TENS	Date	Promoter	Finish Time
1	1	NYE/1st Jan	90 NYE (in house)	3:00: AM	1	1	Fri 3rd March	Warm Up	cancelled	1	1	Sat 25 Mar	Whirly gig	6:00: AM
2	2	Fri 27 Jan	Melt My Heart (in house)	4:00: AM	2	2	Sat 11 Mar	Cerca Trova	6:00: AM	2	2	Sun 9 Apr	Half Baked	6:00: AM
3	2	Sat 26 Jan	Jive Talk (in house)	4:00: AM	3	3	Sat 17 June	Marsm	4:00: AM	3	3	Sat 27 May	Half Baked	6:00: AM
4	3	Sat 5 Feb	Alien Communications	4:00: AM	4	4	Mon 19 Jun	PRIVATE PARTY	1:00: AM	4	4	Sat 8 July	Secret Sundaze	6:00: AM
5	4	Fri 10 February	Westral (in house)	3:00: AM	5	5	Sat 24 June	NOIR	4:00: AM	5	5	Sat 2nd Sept	When it all blows Over	6:00: AM
6	4	Sat 11 February	De La Reef (in house)	4:00: AM	6	6	Fri 7 Jul	Identity	3:00: AM	6	6	Sat 16th Sept	Crowded LDN	6:00: AM
7	5	Sat 11 March	Ritual	4:00: AM	7	7	Sat 8 Jul	Identity	7	7	Sat 23 Sept	Disoteca	6:00: AM	
8	6	Fri 1 April	90 Bday	3:00: AM	8	8	Fri 21 July	Marsm	4:00: AM	8	8	Sat 7 Oct	Transmissions from Hackney	6:00: AM
9	7	Sun 9 April	Suma Han	4:00: AM	9	9	Sat 12th August	Deep Into Soul	4:00: AM	9	9	Fri 13th Oct	Percolate	3:00: AM
10	8	Fri 5th May	Buongiorno Classic	2:00: AM	10	10	Fri 15th Sept	DBT	cancelled	10	10	Sat 14th Oct	Whirly Gig	6:00: AM
11	8	Sat 6th May	ketoloco	3:00: AM	11	11	Fri 29 Sept	Oscuro	4:00: AM	11	11	Fri 20th Oct	Percolate	5:00: AM
12	9	Sat 20 May	Jive Talk (in house)	4:00: AM	12	12	Sat 30 Sept	Kate & Wes Wedding	3:00: AM	12	11	Fri 27 Oct	Warmup	6:00: AM
13	10	Fri 30 June	Ecodisco	4:00: AM	13	13	Fri 6th Oct	Delirio	5:00: AM	13	11	Sat 28 Oct	Half Baked	6:00: AM
14	10	Sat 1st July	Rotation Policy	3:00: AM	14	14	Sat, 14th Oct	Private party	2:00: AM	14	12	Fri 3rd Nov	Parable	4:00: AM
15	11	Sat 15th July	Alien Communications	6:00: AM	15	15	Fri, 20th Oct	Bruno Evert	4:00: AM	15	13	Sat, 4th Nov	Constant Circles	6:00: AM
16	12	Sat 26 Aug	Half Baked	6:00: AM	16	16	Sat 25th November	Birthday Party	1:00: AM	16	13	Sat 11th Nov	Warmer People	5:00: AM
17	12	Sun 27 Aug	ketoloco	5:00: AM	17	17				17	14	Fri 17th Nov	Balliamo Disco	5:00: AM
18	13	Fri 29 Sept	De La Reef (in house)	4:00: AM	18	18	31st December	Deep Into Soul	4:00: AM	18	14	Sat 18th Nov	Queer House Party	6:00: AM
19	13	Sat 30 Sept	Nuances De Nuit	3:00: AM	19					19	15	Sat 25 Nov	Half Baked	6:00: AM
20	14	Fri 20th Oct	Small Worlds Showcase	3:00: AM	20					20	16	Fri 1st	Elements	6:00: AM
21	14	Sat 21st Oct	Phonica	3:00: AM	21					21	16	Sat 2nd Dec	Crowded LDN	4:00: AM
22	15	Tues, 24th Oct	London Lions	2:00: AM	22					22	17	Fri 8th Dec	Wipeout	5:00: AM
23	16	Sat 28th Oct	Jive Talk (in house)	4:00: AM	23					23	17	Sat 9th Dec	Half Baked x YBX	6:00: AM
24	17	Mon 27th Nov	RedBull Industry party	2:00: AM	24					24	18	Sat 22nd Dec	Fraise	6:00: AM
25	18	Fri 15th Dec	Zuku	3:00: AM	25					25	19	Thurs 28th Dec	Beeyou	6:00: AM
26	19	31st December	NYE Inhouse	3:00: AM	26					26				

NUMBER 90			Studio 92			STUDIO 94					
26 DAYS	20 TENS	Date	Promoter	Confirmed	Contact	26 DAYS	20 TENS	Date	Promoter	Confirmed	Contact
1	1	10/02	Herra & Dig This			1	1	20/01	Whirl-Y-Gig		
2	2	24/02	Jive Talk			2	2	16/02	Voalition		
3	3	09/03	MTM			3	3	17/02	09/03 Queer House Party	YES	
4	4	30/03	Bday			4	4	3			
5	5	06/04	All Night Long			5	5	23/03	05/04		
6	6	04/05	All Night Long			6	6	5			
									Art Of Dark	YES	
									YOU&ME	YES	
									06/03 Half Baked	YES	
									Sash	YES	
											YES



### **External Management Plan and Dispersal Policy**

The Number Group takes the welfare of all our customers very seriously as well as all their neighbours residential & commercial. This is why we are always trying to improve on the operations we have in regards to nightlife safety, noise pollution and security and dispersal operations. We are proud of the lengths we have gone to already with the sound proofing across all sites and the intensive nighttime operation we do weekly to prevent disturbance to our neighbours and a duty of care to all our customers.

The number group goes to many lengths to avoid noise pollution and one of the most effective operations we do is operate an alternative entry/exit points to wherever the music is being performed from, this results with the noise dramatically reduced through corridors and any noise escaping entry/exit points is at a minimum.

The aim of the procedures laid out in this document is to ensure there is an absolute minimum of noise and to prevent any nuisance being caused to our neighbours and the general public.

All staff will be trained in the procedures and will receive regular refresher training.

This document will be reviewed on an annual basis to ensure its effectiveness and relevance is not compromised.

1. The manager in charge will be responsible for ensuring the plan is fully implemented.
2. There will be a briefing each trading night where staff are assigned specific roles and responsibilities.
3. The briefing will be documented and will address any issues or complaints from the previous trading night.
4. Each briefing will consider any aspects of trading that could cause a nuisance to neighbours and put appropriate measures in place accordingly.
5. The briefing will also ensure that each member of staff has an effective means of communicating with the manager and other members of staff.

See below a detailed description of each event format.

## 92 TEN arrival positions

- A. Static position ensuring no one uses the rear door of 92
- B. Static position ensuring no one uses front doors of 92
- C. Secure N90 end of terrace
- D. Secure Grow side of terrace and boat if being used for green room
- E. Male search
- F. Female Search
- G. Clicker count and stamp check
- H. Traffic



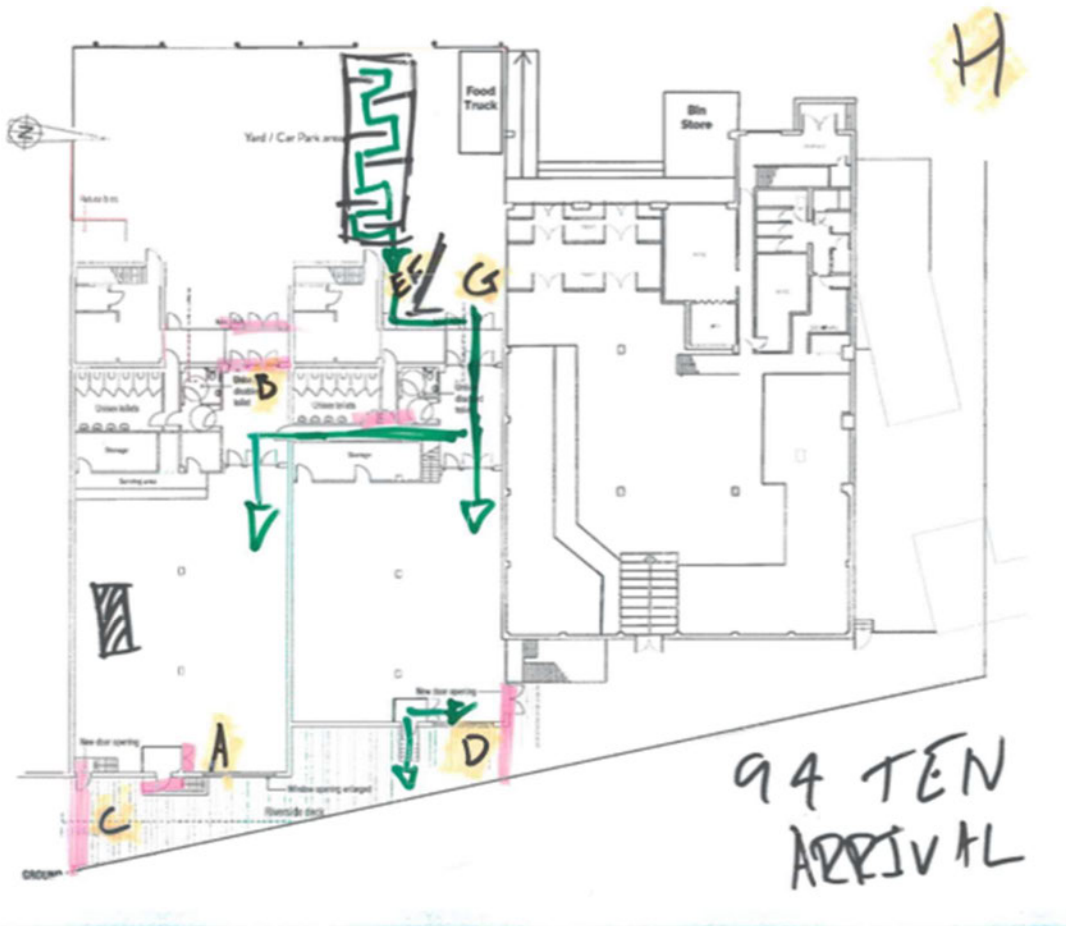
## 92 TEN dispersal position

- A. Static position ensuring no one uses the rear door of 92
- B. Static position ensuring no one uses front doors of 92
- C. Ensuring front doors of 94 dont open
- D. Secure grow side of terrace
- E. End of 90 terrace directing people through gate
- F. Ensure no re entry through gate
- G. Traffic & dispersal
- H. Traffic & dispersal



## 94 TEN arrival position

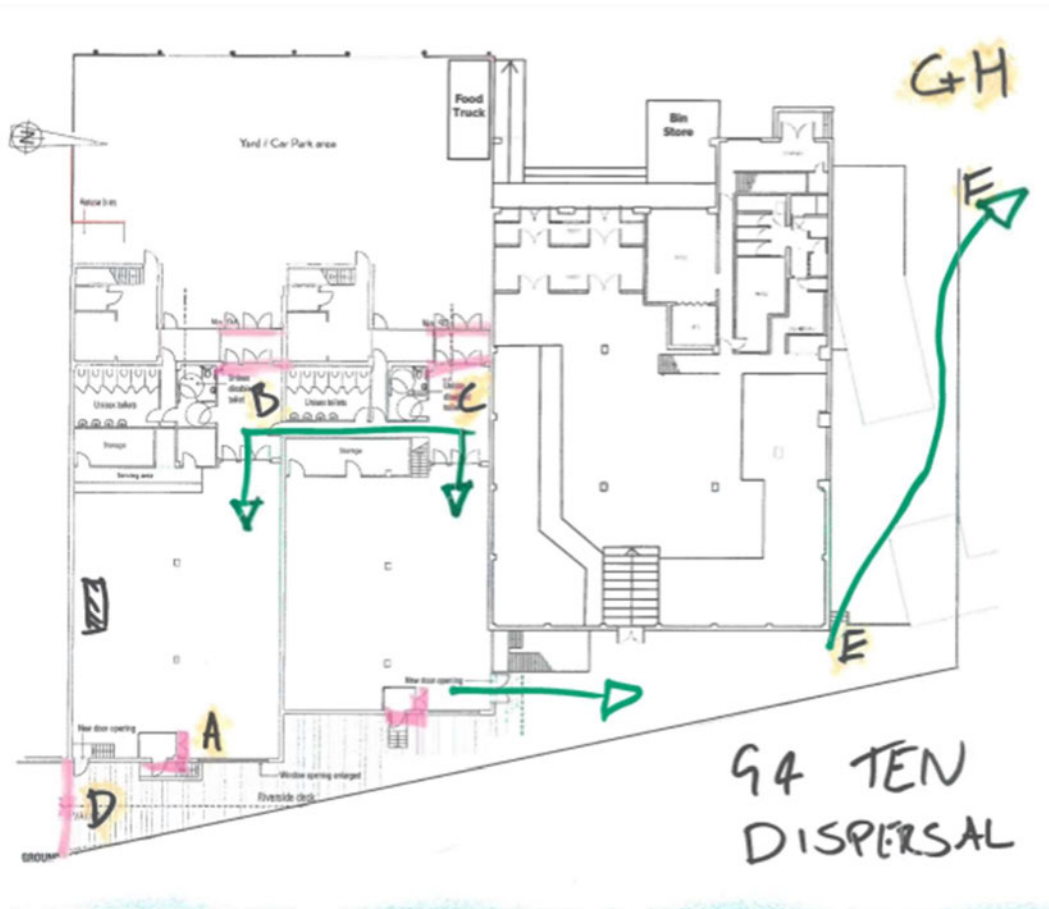
- A. Static position ensuring no one uses the rear door of 94
- B. Static position ensuring no one uses front doors of 94
- C. Securing Grow end of terrace
- D. Securing 90 end of terrace
- E. Male searching
- F. Female searching
- G. Clicker & stamp check
- H. Traffic control





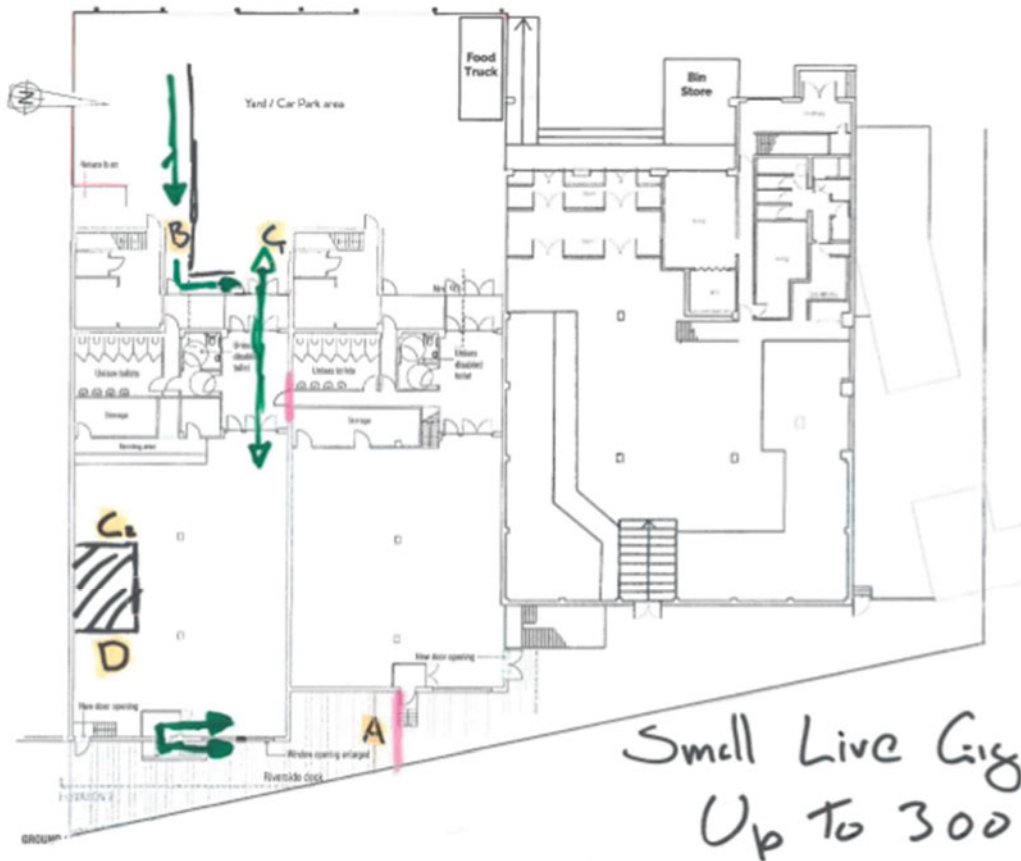
## 94 TEN dispersal position

- A. Static position ensuring no one uses the rear door of 94
- B. Static position ensuring no one uses front doors of 94
- C. Ensuring front doors of 92 stay closed
- D. Secure Grow end of terrace and green room if on the boat
- E. 90 end of terrace and guiding people through gate
- F. Gate, ensure no re entry and ask customers to leave quietly
- G. Traffic & dispersal
- H. Traffic & dispersal



## 94 Small live gig format

- A. Smoking area monitoring and access to the green room via 92 rear doors.
- B. Searching & ID position, most live shows that we put on are low risk and we only do bag checks. An additional security to do male/female body searches are needed for higher risk events.
- C. 1st position monitoring entry to ensure everyone gets a stamp, 2nd position beside stage for headline performance.
- D. 2nd security position needed for anywhere mosh pits or crushes are to be expected, position should be elevated.



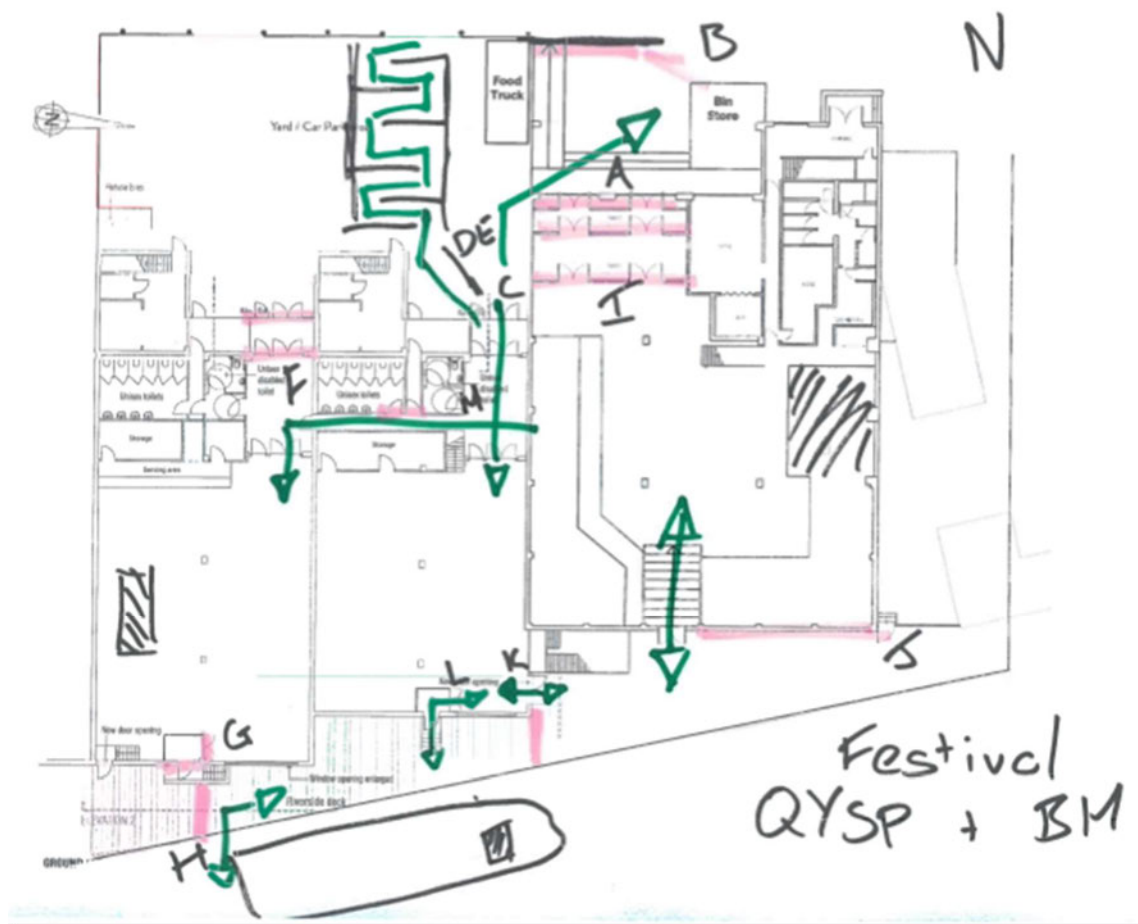
## 94 Busy live gig format

- A. Smoking area monitoring and access to the green room via 92 rear doors.
- B. 1st position monitoring entry to ensure everyone gets a stamp, 2nd position beside stage for headline performance.
- C. Searching & ID position, most live shows that we put on are low risk and we only do bag checks. An additional security to do male/female body searches are needed for higher risk events.
- D. 2nd security position needed for any where mosh pits or crushes are to be expected, position should be elevated.
- E. Ensure the front doors of 94 don't open disturbing neighbours.
- F. Position only needed if 92 is being used as part of number 90. Double doors can be blocked with a barrier unless 90 is using the room, in this case security should be used so fire escape is not blocked.



**Festival set up** (Starting times and total security numbers dependant on set times)

- A. Direct leavers and stop front doors of 90 from being opened.
- B. Directing people to correct queue
- C. Clicker
- D. Search
- E. Search
- F. Ensure front doors of 94 don't get opened.
- G. Ensure back doors of 94 don't get opened
- H. Capacity control for boat and ensuring no one sneaks in from Grow
- I. Ensure no one leaves through the front doors of 90
- J. Ensure no one sneaks in over bridge and keep patio doors closed
- K. Deploy when capacity concerns for 90
- L. Deploy when capacity concerns for Boat/La terraza
- M. Deploy when capacity controls for 94
- N. Traffic Control



The safe dispersal of all our customers is important, highlighting on nightlife safety and ensuring all our customers get home safely with minimal disturbance to all our surrounding neighbours.

With this in mind our Operations Manager is qualified in Vulnerability & WAVE trained to recognise the signs of vulnerability and prevent harm and promote nightlife safety



### **Complaints procedure and contacts**

1. A telephone number will be available to local residents for them to call should they have an issue. The telephone number will be published on the website.
2. Any complaint will be dealt with promptly by the senior member of staff on duty. The complaint will also be reviewed and followed up by the DPS on the next working day.
3. A detailed record will be kept of any complaint received. This will include the nature of the complaint and action taken together with the details of the complainant.

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

**RESPONSIBLE AUTHORITY DETAILS**

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

**APPLICATION PREMISES**

NAME & ADDRESS OF PREMISES	Studio 9294 Unit 1, 92a-94 Wallis Road Hackney London E9 5LN
NAME OF APPLICANT	Hoxton 177 Ltd.

**COMMENTS**

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

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

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

The Licensing Authority has considered the application and submits the following comments.

The applicant is seeking a premises licence to provide a range of licensable activities that may continue until 04:00 on Fridays and Saturdays, 01:00 on Sundays and until 00:00 on Mondays to Thursdays. All of the hours sought are in excess of LP3 Core Hours set out within the Hackney Licensing Policy.

**LP3 Core Hours**

*Hours for licensable activity will generally be authorised, subject to demonstrating LP1 and LP2, as follows:*

- *Monday to Thursday 08:00 to 23:00*
- *Friday and Saturday 08:00 to 00:00*
- *Sunday 10:00 to 22:30*

*Hours may be more restrictive dependent on the character of the area and if the individual circumstances require it.*

*Later hours may be considered where the applicant has identified any risk that may undermine the promotion of the licensing objectives and has put in place robust measures to mitigate those risks.*

*It should be noted that this policy does not apply to those who are making an application within a special policy area (see section 3) unless they have been able to demonstrate that the proposed activity or operation of the premises will not add to the cumulative impact that is already being experienced.*

*It should also be noted that where a premises is not in possession of planning permission for the proposed activity and/or hours may be further restricted during weekdays and not permitted at all at weekends.*

The applicant makes reference to previous time limited licence on the premises, whilst the scope of licensable activities in the new application remain similar, the hours sought in the new application are beyond those authorised previously. Please see the premises licence summary attached.

The applicant should clarify the total capacity of the premises.

The Licensing Authority notes the capacity for the external area is limited to 250 persons, however, no additional mitigations have been offered for the extended hours sought. The applicant should consider if they are prepared to limit the hours of use for the external area.

**LP6 External Areas and Outdoor Events**

*The Licensing Authority will normally restrict external areas and outdoor activity to between 08:00 and 22:00 unless the applicant can demonstrate that comprehensive control measures have been implemented that ensure the promotion of the licensing objectives, in particular the public nuisance objective. Notwithstanding any proposed control measures, the Licensing Authority may restrict the hours and/or activity even further.*



The Licensing Authority feels the applicant should produce a copy of the relevant Planning permission to accompany the activity sought in the application. This is in accordance with LP5 Planning Status in the Hackney Licensing Policy.

**LP5 Planning Status**

*Licence applications should normally be from premises where:*

*(a) The activity to be authorised by the licence is a lawful planning use or is a deemed permitted development pursuant to the General Permitted Development Order (1995) as amended.*

*(b) The hours sought do not exceed those authorised by any planning permission. The Licensing Authority may take into account the lack of planning permission or an established lawful use in deciding whether there is likely to be any harm to the licensing objectives.*

The Licensing Authority are concerned that the considerable extension of hours sought along with the lack of further mitigations may lead to the Prevention of Public Nuisance licensing objective being undermined.

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

Statement of Licensing Policy 2023, Experience and knowledge of the local area.

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

Further discussion may be required, the Licensing Authority are happy to speak with the applicant.

- Would they be prepared to reduce the hours for the operation to the Core Hours LP3?
- The applicant should consider placing restrictions on the hours of use for the external area.
- The applicant should demonstrate they have or have sought the appropriate Planning permission for the activity sought.

**Name:** Channing Riviere (Principal Licensing Officer)

**Date:** 02/02/2024



Sanaria Hussain <sanaria.hussain@hackney.gov.uk>

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## Fwd: Studio 9294

1 message

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**Licensing (Shared Mailbox)** <licensing@hackney.gov.uk>  
To: Sanaria Hussain <sanaria.hussain@hackney.gov.uk>

24 January 2024 at 13:22

Kind Regards,

Licensing Service  
London Borough of Hackney  
Tel: 020 8356 2431  
Email: [licensing@hackney.gov.uk](mailto:licensing@hackney.gov.uk)  
[www.hackney.gov.uk/licensing](http://www.hackney.gov.uk/licensing)

----- Forwarded message -----

From: [REDACTED]  
Date: Tue, 23 Jan 2024 at 16:59  
Subject: Studio 9294  
To: Licensing (Shared Mailbox) <[licensing@hackney.gov.uk](mailto:licensing@hackney.gov.uk)>  
Cc: [REDACTED]

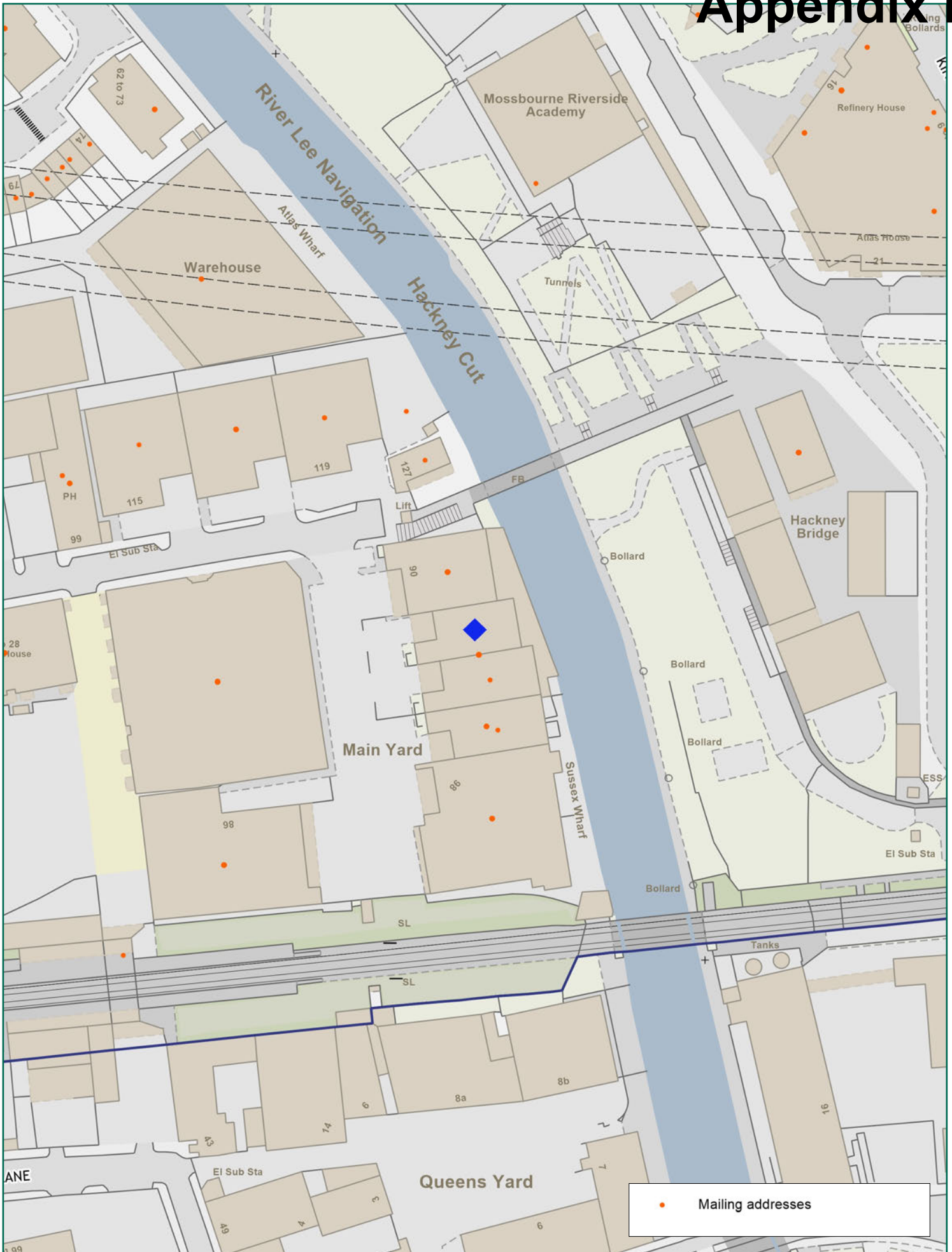
On behalf of the Hackney Wick councillor team can we raise our concern over the application by Studio 9294 in our ward. This does appear to be a huge step outside our normal recommended hours - so we would propose that as a minimum these hours are reduced to be the same as those permitted for Grow their neighbour bar.

With thanks,

--  
[REDACTED]  
Hackney Wick Ward  
London Borough of Hackney

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Scale: 1:1250 at A4



Ref:  
Friday, January 12, 2024

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