

# LICENSING PANEL E

---

**THURSDAY, 18 JANUARY 2024 AT 10.00 AM  
REMOTE MEETING VIA MICROSOFT TEAMS. THIS MEETING CAN BE  
WATCHED LIVE AT [WWW.CAMDEN.GOV.UK/WEBCAST](http://WWW.CAMDEN.GOV.UK/WEBCAST)**

**Enquiries to: Sola Odusina, Committee Services  
E-Mail: [licensing.committee@camden.gov.uk](mailto:licensing.committee@camden.gov.uk)  
Telephone: 020 7974 8543 (Text phone prefix 18001)**

## **SUPPLEMENTARY AGENDA**

- |           |  | <b>Wards</b>      |
|-----------|--|-------------------|
| <b>7.</b> | <b>LORD SOUTHAMPTON, 2 SOUTHAMPTON ROAD, LONDON NW5 4HX</b>  | <b>Haverstock</b> |
|           | This additional information relates to conditions the applicant has agreed with the Police and Environmental Health Responsible Authorities. | (Pages 3 - 6)     |
| <b>8.</b> | <b>SWAINS, 15 HIGHGATE ROAD, LONDON NW5 1QX</b>  | <b>Highgate</b>   |
|           | This additional information relates to the new and old plans for the premises which were omitted from the main agenda.                       | (Pages 7 - 10)    |
|           | The new plan reflects the change to the internal seating arrangements.   |                   |

**SUPPLEMENTARY AGENDA ENDS**

Issued on: Wednesday 17 January 2024

This page is intentionally left blank

## LORD SOUTHAMPTON CAMDEN: REVISED APPLICATION FOLLOWING REPRESENTATIONS

### **Hours for licensable activities**

*[On-Licence] Mon - Thu 1100-2330hrs; Fri-Sat 1100-0000hrs; Sun 1100-2230hrs (with 30 minutes drinking up time thereafter)*

*[Off-Licence] Mon-Sat 0800-2300hrs; Sun 1000-2230hrs*

### **Proposed conditions offered within the operating schedule**

1. The premises licence holder shall ensure that CCTV cameras and recorders are installed at the premises and are of a standard acceptable to and approved by the Police.
  - The CCTV system shall be maintained in good working order and at all times the premises is open to the public, be fully operational covering both internal and external areas of the premises to which the public have access.
  - The CCTV camera views shall not be obstructed.
  - At least one CCTV camera shall be placed no more than seven feet above floor level near to each point of entry and exit in order to capture clear facial images of all persons entering and leaving the premises.
  - The medium on which CCTV images are recorded shall be of evidential quality; stored securely; shall be retained for a period of 31 days; and be available for inspection by the police or authorised officers on request. • When the premises are open for the purposes of licensable activities, a suitably trained member of staff shall be present to assist the police or authorised officers in obtaining the CCTV footage.
  - Copies of any CCTV image shall be made available within 48 hours of the request to the police or local authority.
  - The facility to transfer the images to a compatible, removable format shall be held on the premises.
  - Signs must be displayed in the customer areas to advise that CCTV is in operation.
  - If the CCTV is inoperative or not installed and working to the satisfaction of the police, the licence holder shall notify the Police within 48 hours and give an estimate of the repair timescale. The licence holder and staff shall comply with all reasonable requests from the police.
2. Staff shall regularly supervise the pavement area outside the premises to ensure customers are not blocking pavements or causing nuisance to neighbouring premises.
3. The tables and chairs outside the premises shall be brought inside at 23.00.
4. An incident logbook shall be maintained by the premises that details incidents of note that occur in the premises. This shall include refused sales, disorder, and ejections as a minimum. The logbook shall be kept on the premises and be

available for inspection at all times the premises is open, and management shall regularly check the book to ensure all staff are using it.

5. The licence holder shall actively participate in any local Pubwatch or similar scheme.
6. Where alcohol is sold for consumption off the premises it must not be sold in an open container. The premises shall continue to be a member of the Camden Inner London Licensing Association.
7. Regulated entertainment for which there is no licence may not take place in any part of the licensed premises as detailed by the plan if members of the public are admitted.
8. No refuse such as glass waste will be placed into receptacles outside the premises between the hours of 23.00hrs and 07.00hrs.
9. A proof of age scheme such as Challenge 25 shall operate at the premises and all staff shall be trained in its implementation. Only photographic ID such as a British driving licence or a passport shall be treated as acceptable forms of identification.

***Proposed added conditions following representations***

1. *All flat surfaces in toilet cubicles, including any curved toilet roll holder ellipses, are to be 'designed-out' - to the satisfaction of the Metropolitan Police.*
2. *When the premises is open for licensable activities, the toilets are to be checked by staff at least every two (2) hours and these checks are to be documented on each visit.*
3. *Regular glass collection shall be undertaken by staff.*
4. *A policy shall be drawn up and implemented requiring the police to be called to incidents of violence and/or serious disorder*
5. *The licensee /DPS will ensure that all staff that are customer facing/engaging at the premises are trained in respect of Welfare and Vulnerability Engagement as appropriate for their role (through safer sounds.org.uk or an equivalent organisation) and that all new staff sit through this presentation. Refresher training to be conducted every six months. A record will be kept of when the training took place and will be made available for inspection by Police or other responsible authority, upon request.*
6. *Signage shall be displayed in a prominent position at each entrance/exit to or from the premises requesting that customers leave quietly.*
7. *Notices shall be prominently displayed at any area used for smoking requesting patrons to respect the needs of local residents and use the area quietly.*

8. *After 22:00, no more than 10 customers shall be permitted to smoke only outside the premises at any one time.*
9. *An external area management plan to include a dispersal policy will be drawn up and implemented to ensure that customers are suitably managed so as to avoid causing anti-social behaviour.*
10. *At the end of hours for licensable activities, staff will actively encourage the quick and quiet dispersal of patrons from directly ~~from~~ outside the premises.*
11. *The premises Licence holder shall endeavour to eliminate or reduce any nuisance arising out of its licensable activities. In doing so the premises Licence holder will work with enforcement authorities where any issues are identified. A complaints procedure will be maintained in order that local residents have a means of contact if necessary. A direct telephone number for the manager at the premises shall be publicly available at the times the premises is open. The telephone number is to be made available to residents and businesses in the vicinity.*

**Additional conditions agreed with Pollution EHT**

12. No noise generated on the premises, or by its associated plant or equipment, shall emanate from the premises nor vibration be transmitted through the structure of the premises which gives rise to a nuisance.
13. Deliveries and waste Collections shall not take place between 21.00hrs and 07.00hrs.

This page is intentionally left blank

# 15 Highgate Road - Licensing Plans

**IMPORTANT:** Licenseable activities can take place anywhere within the red line. The position of loose furniture and equipment is shown for diagrammatic purposes only. Firefighting equipment is indicated but may be moved subject to the fire risk assessment carried out under the Regulatory Reform (Fire Safety) Order 2005 or by agreement with the fire officer.

- KEY:**
- Ⓢ EMERGENCY LIGHT COMBINED FITTING-ALL NEW
  - ★ FLASHING BEACON
  - ☑ AREA TO BE COVERED BY A SMOKE/HEAT DETECTOR (LOCATION TO BE CONFIRMED BY ALARM CONSULTANT)
  - ☎ CALL POINT
  - Ⓜ ALARM PANEL
  - Ⓜ 30 MINUTE INTEGRITY/30 MINUTE INSULATION FIRE DOOR WITH SMOKE SEALS AND FITTED WITH A SELF-CLOSING DEVICE.
  - Ⓜ ILLUMINATED SIGN INDICATING FIRE EXIT
  - Ⓜ FIRE EXIT WITH PUSH BAR/PAD OPENING WITH SIGN

**MEANS OF ESCAPE**  
Fire doors to be self-closing fire resisting and self-latching. Doors to satisfy BS476 Part 22:1987 and be FD30/30 standard. Doors providing means of escape should be fitted with illuminated signs and cold smoke seals.

**FIRE ALARM**  
To integrate with provided building system. Symbols on plan indicate areas to be covered, and actual locations of detector heads are to be advised by a specialist fire alarm consultant.

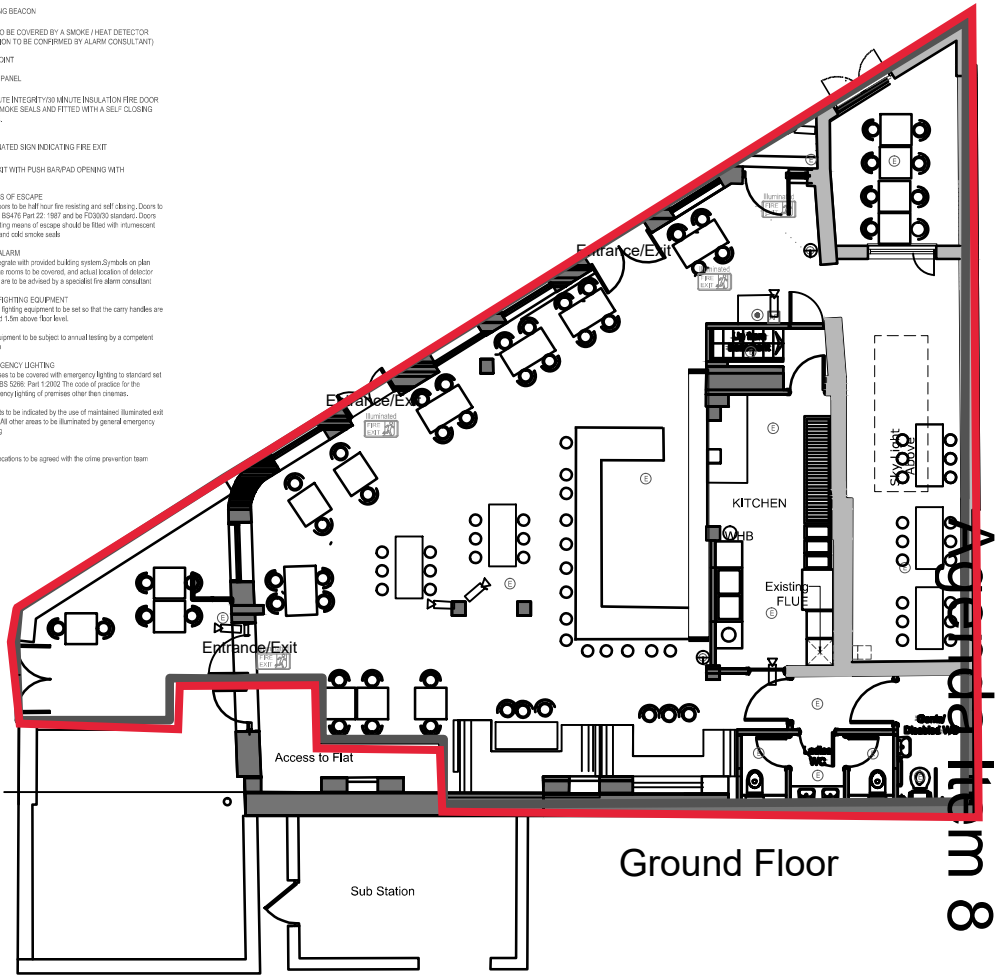
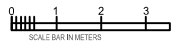
**FIRE FIGHTING EQUIPMENT**  
All fire fighting equipment to be set so that the carry handles are located 5m above bar level.

All equipment to be subject to annual testing by a competent person.

**EMERGENCY LIGHTING**  
Premises to be covered with emergency lighting to standard set out in BS5266: Part 1:2002. The usual practices for the emergency lighting of premises other than cinemas.

All exits to be indicated by the use of maintained illuminated exit signs. All other areas to be illuminated by general emergency lighting.

**CCTV**  
Cctv locations to be agreed with the crime prevention team.



**IMPORTANT:** Licensable activities can take place anywhere within the red line. The position of loose furniture and equipment is shown for diagrammatic purposes only. Firefighting equipment is indicated but may be moved subject to the fire risk assessment carried out under the Regulatory Reform (Fire Safety) Order 2005 or by agreement with the fire officer.

- KEY:
- ⓪ EMERGENCY LIGHT COMBINED FITTING-ALL NEW
  - \* FLASHING BEACON
  - Ⓢ/Ⓜ ASLA TO BE COVERED BY A SMOKE/HEAT DETECTOR (LOCATION TO BE GOVERNED BY ALARM CONSULTANT)
  - Ⓢ CALL POINT
  - Ⓜ ALARM PANEL
  - Ⓢ/Ⓜ 30 MINUTE INTEGRITY/30 MINUTE INSULATION FIRE DOOR WITH SMOKE SEALS AND FITTED WITH A SELF CLOSING DEVICE.
  - ILLUMINATED SIGN INDICATING FIRE EXIT
  - Ⓢ/Ⓜ FIRE EXIT WITH PUSH BAR/PAD OPENING WITH SIGN

**MEANS OF ESCAPE**  
Fire doors to be self-closing and self-latching. Doors to satisfy BS476 Part 22: 1987 and be FD30/S0 standard. Doors protecting means of escape should be fitted with intumescent strips and cold smoke seals.

**FIRE ALARM**  
To integrate with provided building system. Symbols on plans indicate areas to be covered, and actual location of detector heads are to be advised by a specialist fire alarm consultant.

**FIRE FIGHTING EQUIPMENT**  
All fire fighting equipment to be set so that the carry handles are located 1500mm above floor level.

All equipment to be subject to annual testing by a competent person.

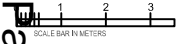
**EMERGENCY LIGHTING**  
Premises to be covered with emergency lighting to standard set out in BS 5266 Part 1: 2002. The scope of provision for the emergency lighting of premises other than cinemas.

All exits to be indicated by the use of maintained illuminated exit signs. All other areas to be illuminated by general emergency lighting.

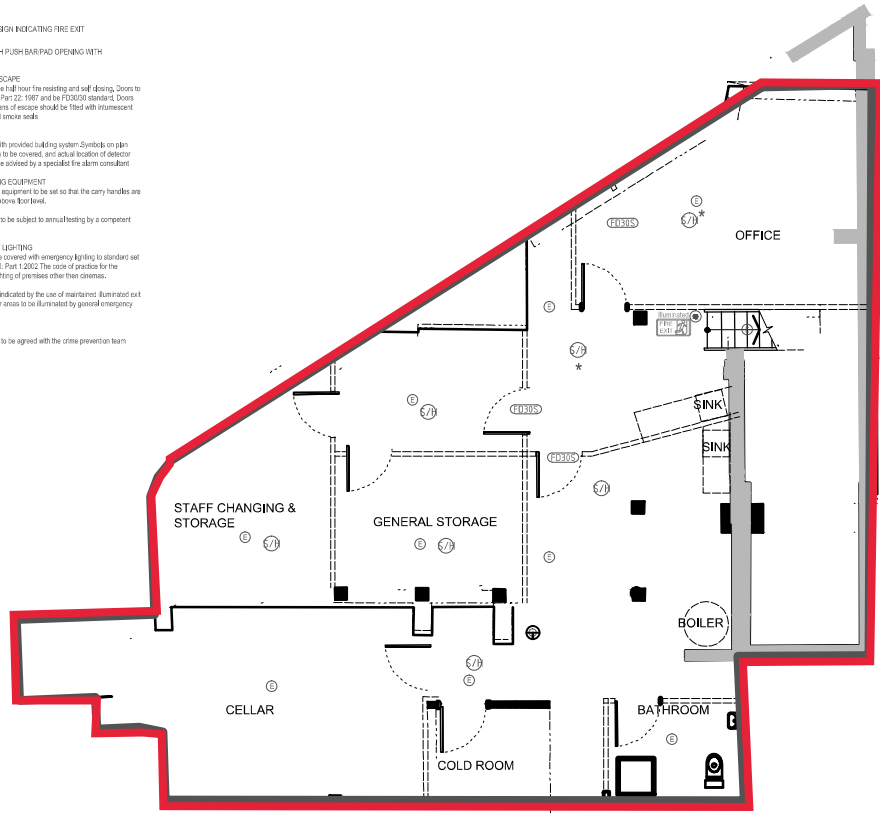
**CCTV**  
CCTV locations to be agreed with the crime prevention team.

Ⓢ SOUNDER

Ⓢ CCTV CAMERA



Page 8



Basement Plan



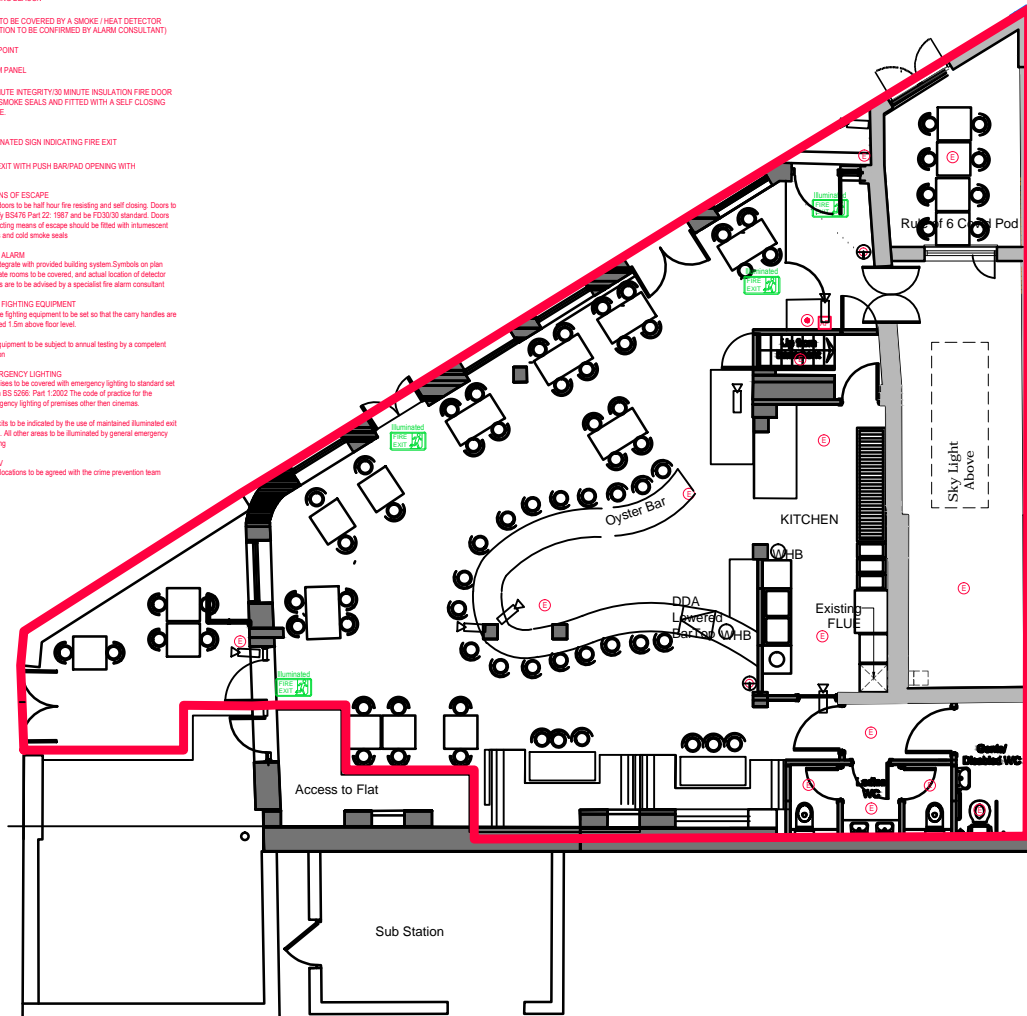
- GENERAL NOTES -**
1. Licenseable activities must take place anywhere within the red line.
  2. Any Detail not required by the regulations is indicative only and may change without notice.
  3. The locations of fire safety equipment are indicative only and may change on advice from the fire service or following a fire risk assessment.

RED LINE INDICATES EXTENT OF LICENSED PREMISES

- SOUNDER
- CCTV CAMERA



- KEY**
- EMERGENCY LIGHT COMBINED FITTING- ALL NEW
  - FLASHING BEACON
  - AREA TO BE COVERED BY A SMOKE / HEAT DETECTOR (LOCATION TO BE CONFIRMED BY ALARM CONSULTANT)
  - CALL POINT
  - ALARM PANEL
  - 30 MINUTE INTEGRITY/30 MINUTE INSULATION FIRE DOOR WITH SMOKE SEALS AND FITTED WITH A SELF-CLOSING DEVICE.
  - ILLUMINATED SIGN INDICATING FIRE EXIT
  - FIRE EXIT WITH PUSH BAR/PAD OPENING WITH SIGN
- MEANS OF ESCAPE**  
Fire doors to be half hour fire resisting and self closing. Doors to satisfy BS719 Part 22: 1987 and be FD30/30 standard. Doors protecting means of escape should be fitted with intumescent strips and cold smoke seals.
- FIRE ALARM**  
To integrate with provided building system. Symbols on plan indicate rooms to be covered, and actual location of detector heads are to be advised by a specialist fire alarm consultant.
- FIRE FIGHTING EQUIPMENT**  
All fire fighting equipment to be set so that the carry handles are located 1.5m above floor level.  
All equipment to be subject to annual testing by a competent person.
- EMERGENCY LIGHTING**  
Premises to be covered with emergency lighting to standard set out in BS 5266, Part 1:2002. The code of practice for the emergency lighting of premises other than cinemas.  
All exits to be indicated by the use of maintained illuminated exit signs. All other areas to be illuminated by general emergency lighting.
- CCTV  
Cctv locations to be agreed with the crime prevention team.



**Notes**

- 1- This drawing is not for construction
- 2- All Dimension are in millimeters
- 3- Dimensions are not to be scaled directly from drawings
- 4- All dimensions are to be checked on site and the Architect is to be inform of any discrepancies before construction commences
- 5- All references to drawings refer to current revision of that drawing

scale 1:100

Rev.	Date	Revisions
<b>FOR LICENSING</b>		
<b>GMP STUDIOS</b>		
ARCHITECTURAL DESIGN STUDIO 33B Grand Parade, Green Lanes, Haringey, London, N4 1LG Tel: 0208 609 2320 - 0784241 0527 Web: www.archpl.co.uk		
Client 15 Highgate Road, NW5 1QX		Victoria Sharples
Scale 1/100@ A3	Date 04/2021	
Drawn By NM	Checked By NM	
Project No. 1369	Drawing No. 001	Revision B
Drawing title Proposed Ground Floor Plan		

This page is intentionally left blank