

THE LONDON BOROUGH OF CAMDEN

At a meeting of **LICENSING PANEL B** held on **THURSDAY, 22ND NOVEMBER, 2018** at 7.00 pm in Committee Room 1, Crowndale Centre, 218 Eversholt Street, London, NW1 1BD

MEMBERS OF THE PANEL PRESENT

Councillors Abi Wood (Chair) and Peter Taheri

MEMBERS OF THE PANEL ABSENT

Councillor Lorna Russell

The minutes should be read in conjunction with the agenda for the meeting. They are subject to approval and signature at the next meeting of Licensing Panel B and any corrections approved at that meeting will be recorded in those minutes.

MINUTES

1. APOLOGIES

Apologies for absence had been received from Councillor Lorna Russell and the Chair informed those present that the meeting was quorate with two members present.

2. DECLARATIONS BY MEMBERS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN RESPECT OF ITEMS ON THIS AGENDA

No declarations were made.

3. ANNOUNCEMENTS

There were no announcements made.

4. NOTIFICATION OF ANY ITEMS OF BUSINESS THAT THE CHAIR DECIDES TO TAKE AS URGENT

There was no urgent business.

5. MINUTES

Consideration was given to the minutes of the meetings on 5th July 2018 and 9th August 2018

RESOLVED

- i) THAT the minutes of the meeting held on Thursday 5th July 2018 be agreed as a correct record and
- ii) THAT the minutes of the meeting held on Thursday 9th August 2018 be agreed as a correct record

To Note: All

Action By: Executive Director Supporting Communities

6. ITALIAN ALLEY UNITS 1-4 STABLES MARKET, CHALK FARM ROAD

Consideration was given to a report of the Executive Director Supporting Communities that was summarised by the Licensing Officer. The Panel was told that the application had been amended to reduce the trading hours to 9pm with a 30 minutes further opening time to allow the public time to leave the premises.

Toby Daynes, Licensing Authority Responsible Authority welcomed the reduction in trading hours to 9pm and summarised the Authority's written representation about the application being in the Camden Town Cumulative Impact Policy Area (CIPA). The impact on local residents and community concerns about the growth to saturation point of late-night premises in the area. There was also a concern from the licensing authority that applications for smaller premises were being submitted to circumvent the licensing policy restrictions in the CIPA.

Patricia Thomas, Harmond Clarence Hartland Residents Association and Mark Neal a local resident, were attending as Interested Parties and summarised the points they had made in their written representations. They were grateful for the reduction in trading hours that the applicant had made. However they were concerned about the application that had been submitted by the same applicant, at the same time, at Unit 5 Stable Market that would result, if granted, in an additional 100 covers in the Cumulative Impact Policy Area. The Interested Parties did not view these as separate applications and were concerned about their cumulative impact on public nuisance issues, the lack of toilet facilities generally and the effect on the lives of local residents. They also expressed concerns about the proximity of the premises to new residential properties.

The applicant Liam O' Hare was represented by Mr Paddy Whur, of Woods Whur, who described the application. The premises was in a redundant part of the market.

Licensing Panel B - Thursday, 22nd November, 2018

The operating hours had been reduced and the application was a genuine exception to the presumptions to refuse all applications in a CIPA. The food offer at the premises was described as a series of development kitchens, with a different type of freshly prepared food served in each of the 4 archways. The most popular/successful foods would then be served in Unit 5 (item 7 on this agenda). The idea was that customers should be able to try the different foods available and that there would be a modest artisan alcohol offer paired with the food on offer. The premises was aimed at an older clientele and alcohol would only be purchased by seated customers eating food. There would be a waitress/counter service at each archway. Dispersal from the premises would be effectively managed and would not impact on local residents. There were toilets close to the premises from two directions.

With regard to multiple applications the Panel was told that each of the applications (item 6 and 7) were very much separate and each stood on their own merits.

This application included SIA supervisors, CCTV, a modest artisan alcohol offer, the applicant had offered 36 conditions, it was a small passageway surrounded by buildings, no music would be played, premises that met the criteria to rebut the presumption to refuse an application in the Camden Town CIPA. If granted, the application would not add any cumulative impact.

In response to questions the Panel was told that:

- Issues had been raised about the provision of toilets across the market as a whole but the location of this premises was in close proximity to toilets and would meet the needs of customers
- The style of service at the premises would be
 - a fast and casual world food court
 - Food and alcohol could only be ordered by seated customers
 - Seating would be available in each of the 4 arches and along the passageway. There would be a waitress service to the tables not in the archways. The seating of customers would be organised and supervised by staff who would make sure that conditions attached to the licence were complied with
 - Supervisors on the site would help with customers, service, seating and staffing
- This style of service was popular in other environments and drinking alcohol was not the primary focus. The food being served would be the artisan experience and would be the alcohol would be selected to pair with the food being served
- The serving size of alcohol would be optional and could be conditioned by the Panel
- There would be a door supervisor at each end of the premises, at the access/egress points
- 6.5% alcohol would be the average of the beer available. The applicant would accept conditions relating the strength of alcohol that could be served

Licensing Panel B - Thursday, 22nd November, 2018

- The application did not include any entertainment led licensable activities. There would be some background music
- The alleyway where the arches were located were not a main thoroughfare of the market and would be marketed as the Italian Alley
- Unit 5 (item 7 on this agenda) was at the end of the passage way. Designed with a very distinct branding and different focus and dining experience, it would be clear that it was a separate premises. Unit 5 would have its own staff and supervisor

Final remarks -

There were no additional remarks from the Licensing Authority.

The Interested Parties summed up by saying that they did not view agenda items 6 and 7 as two separate applications.

The applicant commended the Panel to approve the application as an exception to the CIPA. The premises was not alcohol led and only had a limited offering. The premises was small and would operate within framework hours. The significant number of conditions would uphold the licensing objectives.

The Panel briefly went into Part II to get advice legal advice about exceptions to applications in a CIPA.

Decision and Reasons

The Panel noted and considered the written representations and the information they had heard at the meeting. During their deliberation they discussed the steps taken by the applicant in response to the Licensing Responsible Authority, local residents and residents groups.

It was the view of the Panel that these concerns had been addressed. They were also of the view that it had been demonstrated how the application had met the exceptions and rebutted to presumption to refuse application in a CIPA. The Panel was satisfied that granting the application would not add any cumulative impact to the area and that the following conditions added to the premises licence would uphold the prevention of public nuisance licensing objective.

RESOLVED

THAT the licensing application be granted and that the following conditions should apply:

- a) Supply of Alcohol (For consumption on the premises)**
11:00 - 21:00 Monday to Sunday

b) Opening Hours

09:00 - 21:30 Monday to Sunday

Summary of conditions consistent with the operating schedule.

1. The maximum number of customers in the premises shall be 50.
2. Alcoholic beverages shall only be sold to customers seated at tables and only when taking a table meal. That the alcohol for sale should be artisan, wine, beer and vermouth as described by the applicant.
3. The service of alcohol and food will be by counter service and waiter/waitress service.
4. The premises licence holder shall ensure that CCTV cameras and recorders are installed at the premises and are of a standard acceptable and approved by the Police.
5. The system shall be maintained in good working order and at all times the premises are open to the public, be fully operational covering both internal and external areas of the premises to which the public have access.
6. The CCTV camera views are not to be obstructed.
7. At least one CCTV camera is to be placed no more than seven feet above floor level near to the exit in order to capture clear facial images of all persons leaving the premises.
8. 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 Local Authority upon request.
9. At all times 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 an authorised officer in obtaining the CCTV footage.
10. Copies shall be made available within 48 hours to the Police or Local Authority upon request.
11. The facility to transfer the images to a compatible removable format shall be held on the premises.

Licensing Panel B - Thursday, 22nd November, 2018

12. Signs must be displayed in the customer areas to advise that CCTV is in operation.
13. 2 SIA registered security officers will be at each end of the lane from 18:00 to close of business each night.
14. A Challenge 21 policy will be enforced, where any person reasonably looking under the age of 21 shall be asked to prove their age when attempting to purchase alcohol and signs to this effect will be displayed at the premises. The only acceptable form of identity will be those with photographic identification documents recognised in the Home Office guidance Including passports, photo card driving licence or proof of age card bearing the PASS hologram.
15. Vertical drinking is not permitted in the venue.
16. No alcohol shall be consumed in the outside dining area after 21:00 hours.
17. The premises licence holder must ensure that there are regular collections of glassware, crockery and litter within the premises, which will include the outside area and immediate vicinity.
18. No irresponsible alcohol promotions.
19. No open vessels of alcohol are to be removed from the premises at any time.
20. No person carrying visibly open or sealed vessels of alcohol are permitted in the venue at any time that the premises are open for any licensable activity.
21. At least one member of staff who holds a personal licence must be on duty whilst the premises is open to the public for licensable activities.
22. Free portable water must be offered to customers who are ordering alcohol.
23. Management and waiting staff will ensure that patrons utilising any external area, remain within the curtilage of the venue.
24. The venue shall not engage the services of street promoters to encourage clientele to attend the venue.
25. Police must be called to all incidents of violence and disorder.
26. Notices will be prominently displayed within the premises advising the customers that CCTV is in operation.
27. To remind customers about personal thefts and to be vigilant.

Licensing Panel B - Thursday, 22nd November, 2018

28. The venue shall supply and fit suitable anti-theft devices such as table counter clips, in order that customers may secure their bags.
29. Whilst the venue is open for licensable activities staff will monitor the areas where customers have access to ensure personal items are not being left unattended in the venue.
30. Means of escape shall be maintained unobstructed, immediately available and clearly identifiable.
31. Exit doors shall be checked before opening each day to ensure they function satisfactorily.
32. Furniture at the premises for customer use shall remain in position and not be removed.
33. The Premises Licence holder shall undertake regular rubbish collections within the premises and in the immediate vicinity of the premises.
34. Notices shall be prominently displayed at each exit from the premises asking patrons to be considerate neighbours when leaving.
35. Regular litter and glass collections shall be carried out in all areas where customers are congregating.
36. Notices will be displayed which will direct customers to the nearest toilet facilities.

**To Note: All
Action By: Executive Director Supporting Communities**

7. ITALIAN ALLEY UNIT 5 STABLES MARKET, CHALK FARM ROAD

Consideration was given to a report of the Executive Director Supporting Communities that was summarised by the Licensing Officer. The Panel was told that the application had been amended to reduce the trading hours to 9pm with a 30 minutes further opening time to allow the public time to leave the premises.

Toby Daynes, Licensing Authority Responsible Authority welcomed the reduction in trading hours to 9pm and summarised the Authority's written representation about the application being in the Camden Town Cumulative Impact Policy Area (CIPA). The impact on local residents and community concerns about the growth to saturation point of late-night

Licensing Panel B - Thursday, 22nd November, 2018

premises in the area. There was also a concern from the licensing authority that applications for smaller premises were being submitted to circumvent the licensing policy restrictions in the CIPA.

Patricia Thomas, Harwood Clarence Hartland Residents Association and Mark Neal a local resident, were attending as Interested Parties and summarised the points they had made in their written representations. They were grateful for the reduction in trading hours that the applicant had made. They spoke again about the links to the application that had been considered in agenda item 6 above. They were concerned about the two premises being next to each other and that the two applications had been submitted by the same applicant at the same time. If both applications were granted it would result in an additional 100 covers in the Cumulative Impact Policy Area. The Interested Parties did not view them as separate applications and were concerned about their cumulative impact on public nuisance issues, the lack of toilet facilities generally and the effect on the lives of local residents. They also expressed concerns about the proximity of the premises to new residential properties. The Interested Parties did not consider either of the applications to be an exception to the policy to refuse new applications in the (CIPA).

The applicant Liam O' Hare was represented by Mr Paddy Whur, of Woods Whur. Mr Whur told the Panel that not all licences granted for Stables Market were proceeded with. This application was part of the redevelopment of the area and the premises was a traditional restaurant and dining area, with a limited alcohol offer available to customers. The design of the premises would be branded to ensure that it looked significantly different to the application for Units 1-4 (item 6 on this agenda). It would have its own staffing and CCTV system, operate within framework hours and would be a fantastic addition to the area.

In response to questions the Panel was told that:

- The application was part of the same ethos as the adjacent Units 1-4. There would also be fast dining at this premises but in a more tradition restaurant setting
- The application was an exception to the policy to refuse all applications in the CIPA because it was a small premises with a small alcohol offering that would not add any cumulative impact
- There was no potential for public nuisance with the modest amount of alcohol that would be available to purchase with a meal
- The applicant was work closely with pasta producers in Turin to provide a product for a unique dining experience. The alcohol available would be paired with the menu. The focus would be food and not alcohol led

Final remarks -

There were no additional remarks from the Licensing Authority or interested parties.

Mr Whur told the Panel that the application represented a fantastic opportunity, met the exceptions to refusing applications in the CIPA, would not add any cumulative impact and the asked the Panel to grant the licence.

Decision and Reasons

The Panel noted and considered the written representations and the information they had heard at the meeting. During their deliberations the Panel discussed the proximity of application that had been approved in agenda item 6 above for the adjoining premises at Units 1-4 Stable Market. It was then the Chair's decision that it had been demonstrated how the application had met the exceptions and rebutted to presumption to refuse application in a CIPA. Granting the application would not add any cumulative impact to the area and that the licensing conditions would uphold the prevention of public nuisance licensing objective.

RESOLVED

THAT the licensing application be granted and that the following conditions should apply:

a) Supply of Alcohol (For consumption on the premises)

11:00 - 21:00 Monday to Sunday

b) Opening Hours

09:00 - 21:30 Monday to Sunday

Summary of conditions consistent with the operating schedule.

1. The maximum number of customers in the premises shall be 50.
2. Alcoholic beverages shall only be sold to customers seated at tables and only when taking a table meal.
3. The service of alcohol and food will be by counter service and waiter/waitress service.
4. The premises licence holder shall ensure that CCTV cameras and recorders are installed at the premises and are of a standard acceptable and approved by the Police.
5. The system shall be maintained in good working order and at all times the premises are open to the public, be fully operational covering both internal and external areas of the premises to which the public have access.

Licensing Panel B - Thursday, 22nd November, 2018

6. The CCTV camera views are not to be obstructed.
7. At least one CCTV camera is to be placed no more than seven feet above floor level near to the exit in order to capture clear facial images of all persons leaving the premises.
8. 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 Local Authority upon request.
9. At all times 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 an authorised officer in obtaining the CCTV footage.
10. Copies shall be made available within 48 hours to the Police or Local Authority upon request.
11. The facility to transfer the images to a compatible removable format shall be held on the premises.
12. Signs must be displayed in the customer areas to advise that CCTV is in operation.
13. 2 SIA registered security officers will be at each end of the lane from 18:00 to close of business each night.
14. A Challenge 21 policy will be enforced, where any person reasonably looking under the age of 21 shall be asked to prove their age when attempting to purchase alcohol and signs to this effect will be displayed at the premises. The only acceptable form of identity will be those with photographic identification documents recognised in the Home Office guidance Including passports, photo card driving licence or proof of age card bearing the PASS hologram.
15. Vertical drinking is not permitted in the venue.
16. No alcohol shall be consumed in the outside dining area after 21:00 hours.
17. The premises licence holder must ensure that there are regular collections of glassware, crockery and litter within the premises, which will include the outside area and immediate vicinity.
18. No irresponsible alcohol promotions.
19. No open vessels of alcohol are to be removed from the premises at any time.

Licensing Panel B - Thursday, 22nd November, 2018

20. No person carrying visibly open or sealed vessels of alcohol are permitted in the venue at any time that the premises are open for any licensable activity.
21. At least one member of staff who holds a personal licence must be on duty whilst the premises is open to the public for licensable activities.
22. Free portable water must be offered to customers who are ordering alcohol.
23. Management and waiting staff will ensure that patrons utilising any external area, remain within the curtilage of the venue.
24. The venue shall not engage the services of street promoters to encourage clientele to attend the venue.
25. Police must be called to all incidents of violence and disorder.
26. Notices will be prominently displayed within the premises advising the customers that CCTV is in operation.
27. To remind customers about personal thefts and to be vigilant.
28. The venue shall supply and fit suitable anti-theft devices such as table counter clips, in order that customers may secure their bags.
29. Whilst the venue is open for licensable activities staff will monitor the areas where customers have access to ensure personal items are not being left unattended in the venue.
30. Means of escape shall be maintained unobstructed, immediately available and clearly identifiable.
31. Exit doors shall be checked before opening each day to ensure they function satisfactorily.
32. Furniture at the premises for customer use shall remain in position and not be removed.
33. The Premises Licence holder shall undertake regular rubbish collections within the premises and in the immediate vicinity of the premises.
34. Notices shall be prominently displayed at each exit from the premises asking patrons to be considerate neighbours when leaving.
35. Regular litter and glass collections shall be carried out in all areas where customers are congregating.

36. Notices will be displayed which will direct customers to the nearest toilet facilities.

**To Note: All
Action By: Executive Director Supporting Communities**

8. EVENING STANDARD LTD , RUSSELL SQUARE GARDENS, RUSSELL SQUARE

Consideration was given to a report of the Executive Director Supporting Communities that was summarised by the Licensing Officer.

The Interested Parties speaking at the meeting were local residents, a local business representative, members of the Russell Square Management Group and friends of St Georges Garden, David Marchant, Robert Osborne. Who summarised their written representations and concerns about the application with the following points:

- That there were legal permissions that would be required from the Russell Square Commission before the event could go ahead and that consent from the commission would not be forthcoming
- That the application had been submitted prematurely ahead of all the agreements that needed to be in place
- A number of local residential groups had not been consulted and were opposed to this event taking place
- There needed to be a clear and transparent process for managing parks and open spaces that provided clear guidelines for applicants
- There had been a lack of consultation and local accountability and the application had come before the Panel before all matters were in place
- There was a risk of harm and damage to the square that would make it unusable and exclude residents and local regular users of enjoying and using the space
- There would be a long 3 month period of restoring the space after the event to make it suitable for other users
- What, if any, assessment of public order issues or nuisance had been carried out?
- There would be overwhelming numbers of people coming into the local area with associated security issues. The lack of policing in the area had not been taken into consideration

In response to question the Panel was told that:

- There needed to be policy in place for openness and transparency in this process. There had been very little information to local people about the application
- Repairs to Hyde Park after their summer festivals took 3 months, not being able to use Russell Square for 25% of the year was unacceptable

Licensing Panel B - Thursday, 22nd November, 2018

The Applicant was represented Robert Sutherland solicitor, Niall Forde licensing agent and Adrian Studd Event consultant. They provided the following information about the background to the application and the experience of the event organisers:

- The Evening Standard held 30 live events each year that had included London Food Month, a night market and other large events. The application for Russell Square would be part of the Love London event in 2019 and one of Camden's arts and culture events
- The applicant had agreed a number of conditions to address points raised about possible nuisance, noise. Taken as a whole, all the measures proposed and agreed to should provide some reassurance to residents
- The applicant would take specific measure to address issues of crime and disorder and would put in place checks to ensure that the event was properly run
- Residents should be assured that security for the site would be of a good standard and carried out by an experienced Designated Premises Supervisor and security staff
- The Panel was also told about the experience of the operator organising large scale events. This included park based events such as Brighton Pride and event in London in Soho Square, Regents Street and Trafalgar Square
- The event would be organised to comply with the conditions and to ensure that licensing objectives were complied with
- Noise would be managed, the performer events on each stage would be programmed so that they were not competing against each other to avoid causing noise nuisance. For the set up and take down, there will be no noise outside of the normal working day
- It was important to the applicant to make good the square after the event and there would be ongoing discussions with Camden about how that would be achieved
- This licence was just one part of the arrangements that would need to be in place for the event. There were further discussions to be had and agreements to be reached that were separate to the licensable activities within the remit of the licensing panel

In response to questions the Panel was told that:

- There would be approximately 4,500 people present in the square, it was usual to have more people than that visiting a festival. People would be mostly watching a stage, across 3 entertainment zones, with some additional capacity for a people to circulate and move around the square
- Procedures would be in place to safely manage access and egress of the site to transport links and to keep surrounding pavements clear. There would be health, safety and evacuation measure applied to the area. Including an over provision of toilets on the square
- The performers at the festival would be examples of the range of talent that London has to offer

Licensing Panel B - Thursday, 22nd November, 2018

Final comments -

The interested parties summed up their concerns about the application being submitted without the necessary agreements being in place, that the square would be destroyed and that the event was not for the benefit of people who regularly used the space. They would not be able to use the space for the whole of the summer.

The applicant summarised by saying that this application was part of the early preparation for planning the festival and that a licence for the site was a key part of arrangements for the event. This stage was an important part of the process and would be key to whether to go ahead with the event at all. The applicant had agreed to a large number of conditions and would ensure that they would be complied with. The Panel was urged to grant the licence.

There was a brief Part II adjournment, where the panel asked for legal advice regarding use of gardens and public open spaces.

Decision and Reasons

- a) In their deliberations the Panel considered the two licensing objectives engaged by the application and the objections to the application. Members noted that there was a great deal of planning to be completed for this event that was outside of the remit of licensing and that they could only concern themselves with licensing matters. The Panel noted that the Police Responsible Authority had withdrawn their representations following the applicant's agreement to an extensive list of conditions. The Panel was reassured by the Police withdrawal of written representations because of their specific expertise with this type of event. They agreed that the licence should be granted and that the conditions below would uphold the prevention of crime and disorder and the prevention of public nuisance licensing objectives.

RESOLVED

That the application be granted and that the following conditions would apply

- a) Supply of Alcohol (for consumption on the premises)
12:00 - 21:30 Monday to Friday
11:00 - 21:30 Saturday to Sunday
- b) Plays
- c) Films
- d) Live Music
- e) Recorded Music
- f) Performance of Dance
12:00 – 21:45 Monday to Friday
11:00 – 21:30 Saturday to Sunday

- g) Opening hours
12:00 - 22:00 Monday to Thursday
11:00 – 22:00 Friday to Sunday

Summary of Conditions Consistent with the operating Schedule

1. A temporary CCTV system will be in place at the premises at locations agreed with the Police Licensing Team.
2. The CCTV system will comply with the following criteria.
 - A) The Premises Licence holder shall ensure that the system is checked to ensure that it is working properly and that the date and time are correct.
 - B) A record of these checks, showing the date and name of the person checking, will be kept and made available to the police or other authorised officer on request.
 - C) The Police shall be informed if the system is not operating at the event and for any reason.
 - D) The system will record in real time and recordings will be date and time stamped.
 - E) At all times during operating hours, there will be at least 1 member of staff on the premises who can operate the system sufficiently to allow Police or authorised Council officers to view footage on request.
 - F) Recordings will be kept for a minimum of 31 days and downloaded footage will be provided free of charge to the Police or other authorised officers on request (subject to the Data Protection Act 1998) within 24 hours of any request.
3. In the event that Crime or serious disorder is or appears to have been committed on the premises, the management will immediately ensure that:
 - a) The police and, where appropriate the London Ambulance service are called immediately.
 - b) As far as is safe and reasonably practicable, all measures will be taken to apprehend any identified suspects pending the arrival of the Police.
 - c) As far as is safe and reasonably practicable, all measures will be taken to preserve any identified crime scene pending the arrival of the Police.
 - d) Any and all appropriate measures are taken to fully protect the safety of all persons present on the premises at all times during the operating hours,
4. An incident log shall be kept at the premises, and made available on request to the police or an authorised officer, which will record:
 - a) Any and all allegations of crime or disorder reported at the venue
 - b) Any and all complaints received by any party
 - c) Any faults in the CCTV system

Licensing Panel B - Thursday, 22nd November, 2018

- d) Any visit by a relevant authority or emergency service
 - e) Any and all ejections of patrons
 - f) Any and all seizures of drugs or offensive weapons
 - g) Any refusal of the sale of alcohol.
5. The Premises will employ a proof of age policy, Challenge 25 and all staff engaged in the sale of alcohol will be fully trained in its content, only approved forms of photographic ID (IE passport or UK driving licence) will be accepted.
6. To manage the noise from this event we are proposing the following measures are undertaken before and during the event.
- a) Detailed noise modelling is undertaken during the design and planning stage to highlight any improvements to site layout or sound system design before the final plans are complete and build commences.
 - b) Sound propagation tests are carried out on the day before the event opens to take noise measurements at the nearest noise sensitive premises and calculate maximum on site sound levels to minimise any disturbance to local residents.
 - c) Install continuous noise monitoring systems on each stage so that the sound engineers can monitor the sound levels and not exceed the calculated maximum noise levels on site.
 - d) Undertake regular off site noise monitoring throughout the event to ensure that noise levels are still within an agreed sound level to not cause a disturbance. The regularity of these will be agreed with the Camden Council.
 - e) Provide a local residents hotline so that any complaints (including noise) can be registered quickly and easily with the event management team with a view to rectifying them as quickly as possible.
 - f) Carry out noise complaint investigations by attending the affected area to take noise measurements and adjusting on site sound levels accordingly, if necessary.
 - g) Site lighting shall be directed away from residential properties.
 - h) Develop a Dispersal Policy to control noise coming from the venue, including people noise, and to control noise from customers either congregating outside or leaving the area.
7. The noise Management and Dispersal Policy shall be agreed with the Council's Environmental Health Team and be reviewed and revised periodically or after incidences to ensure that public nuisance is prevented from occurring.
8. The Licence holder shall employ specialised event security for the event, containing full details of the number of SIA Security, hours and roles at the event shall be specified in a separately produced crowd management plan. This plan shall be submitted to the Licensing Police and Council's Licensing Team for approval prior approval.

Licensing Panel B - Thursday, 22nd November, 2018

9. No alcohol shall be permitted to be taken from the event site.
10. A detailed Event management Plan shall be produced which outlines all the safety and emergency procedures for the events held in the Park.
11. The Licence holder shall produce a risk assessment in line with the requirements of the Purple guide and other associated best practice guides, this risk assessment including a site plan submitted to appropriate scale shall be submitted to the Council's Safety Advisory Group for approval prior to the licence taking effect.
12. All stewards and SIA registered door supervisors must be clearly identifiable when working at the venue.
13. A personal licence holder shall be on the premises at all times that alcohol is available for sale.
14. Where persons under the age of 16 are permitted at any time a "Lost Children" policy shall be in place, this policy shall be incorporated into the even management plan produced for approval at the Council Safety Advisory Group.
15. All persons under the age of 16 must be accompanied by a responsible adult.
16. The Licence holder shall permit unrestricted access to Café Tropea at all times.
17. To permit the premises to be used for 10 consecutive days in June or July in any subsequent year from 2020 within 6 months written notice to the Council Event Team and approval by all the appropriate authorities.

Conditions agreed with the Police responsible authority

1. A minimum of 6 SIA trained security officers & stewards shall be put in place at key points round the site throughout the hours of operation.
2. All stewards and SIA registered door supervisors must be clearly identifiable when working at the venue.
3. Targeted searches shall be carried out by SIA security staff of people entering or re-entering the licensed area; signs shall be displayed at the entrances to notifying customers of this policy, including the 100% searching of all large bags coming into the event. All searches are to be conducted by authorised door staff and must be carried out within an area covered by the venue's CCTV system.
4. At least one member of SIA staff to wear body worn camera and for any incident of violence should be used to capture incident. Management of venue

Licensing Panel B - Thursday, 22nd November, 2018

to ensure these cameras are working before deployment. These recordings are to be made available to police on request.

5. Risk assessments shall be completed prior to the event to address any additional concerns regarding potential crime and disorder on site.
6. The number of public on site shall be monitored and reviewed at regular points throughout the day to ensure that there is no overcrowding and no risk to public safety.
7. Emergency exit routes around the park shall be kept clear at all times.
8. At least one first aider shall be on site during the hours of operation.
9. All beverages sold for consumption on site shall be served in non-glass containers, except in a dedicated champagne or artesian spirit installation. Where glass containers are used in any dedicated drinks zone, no drinks or container will be permitted outside the area at any time, and the management of these areas will be pre-agreed with the Police and Event licensing teams.
10. A phone number shall be made available at the Information Desk in Russell Square to local residents who are concerned about noise levels to contact during the hours of activity.
11. A Challenge 25 policy will be enforced, where any person reasonably looking under the age of 25 shall be asked to prove their age when attempting to purchase alcohol and signs to this effect will be displayed at the premises. The only acceptable forms of identity will be those with photographic identification documents recognised in the Home Office guidance; including passports, photo-card driving licence or proof of age card bearing the PASS hologram.
12. Police must be called to incidents of violence and/or disorder.
13. An incident log shall be kept at the premises, and made available on request to an authorised officer or the Police, which will record the following:
 - (a) all crimes reported to the venue
 - (b) all ejections of patrons
 - (c) any complaints received
 - (d) any incidents of disorder and violence
 - (e) all 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 to include date, time, and staff member
 - (h) any visit by a relevant authority or emergency service.
 - (i) CAD reference numbers where Police are called.
14. A premises licence holder shall be on the premises at all times that alcohol is available for sale

Licensing Panel B - Thursday, 22nd November, 2018

15. A temporary CCTV system will be in place at the premises at locations agreed with the police licensing team. At all times during operating hours there will be at least one member of staff on the premises who can operate the system sufficiently to allow police or authorised council officers to view footage on request.
16. Recording shall be kept for a minimum of 31 days and downloaded footage will be provided to the police or authorised officers on request (subject to Data Protection Act 2018) within 24hrs of any request.
17. Cameras to be placed by the entry and exit points in order to capture clear facial images of all persons entering and or leaving the park.
18. In the event that crime or serious disorder is, or appears to have been, committed on the premises, the management will immediately ensure that:
 - a. The police and, where appropriate, the London Ambulance Service, are called immediately;
 - b. As far as is safe and reasonable practicable, all measures will be taken to apprehend any identified suspects pending the arrival of the police;
 - c. As far as is safe and reasonable practicable, all measures will be taken to preserve any identified crime scene pending the arrival of the police;
 - d. Any and all appropriate measures are taken to fully protect the safety of all persons present on the premises at all times during operating hours.
19. The CCTV system will comply with the following criteria:
 - a. The licensee will ensure that the system is checked to ensure that the system is working properly and that the date and time are correct.
 - b. A record of these checks, showing the date and name of the person checking, will be kept and made available to the police or other authorised officer on request;
 - c. The Police will be informed if the system will not be operating at the event and for any reason;
 - d. The system will record in real time and recordings will be date and time stamped;
 - e. At all times during operating hours, there will be at least 1 member of staff on the premises who can operate the system sufficiently to allow Police or authorised Council officers to view footage on request.
 - f. Recordings will be kept for a minimum of 31 days and downloaded footage will be provided free of charge to the police or other authorised

Licensing Panel B - Thursday, 22nd November, 2018

officers on request (subject to the Data Protection Act 1998) within 24 hours of any request.

20. To manage the noise from this event we are proposing the following measures are undertaken before and during the event:
- i. Detailed noise modelling is undertaken during the design and planning stage to highlight any improvements to site layout or sound system design before final plans are complete and build commences.
 - ii. Sound propagation tests are carried out on the day before the event opens to take noise measurements at the nearest noise sensitive premises and calculate maximum on-site sound levels to minimise any disturbance to local residents.
 - iii. Install continuous noise monitoring systems on each stage so that the sound engineers can monitor the sound levels and not exceed the calculated maximum noise levels on-site.
 - iv. Undertake regular off-site noise monitoring throughout the event to ensure that noise levels are still within an agreed sound level to not cause a disturbance. The regularity of these will be agreed with Camden Council.
 - v. Provide a local residents hotline so that any complaints (including noise) can be registered quickly and easily with the event management team with a view to rectifying them as quickly as possible.
 - vi. Carry out noise complaint investigations by attending the affected area to take noise measurements and adjusting on-site sound levels accordingly, if necessary.
 - vii. Site lighting shall be directed away from residential properties.
 - viii. Develop a Dispersal Policy to control noise coming from the venue, including people noise, and to control noise from customers either congregating outside or leaving the area.
21. The Noise Management and Dispersal Policy shall be agreed with the Council's Environmental Health Team and be reviewed and revised periodically or after incidences to ensure that public nuisance is prevented from occurring.

Licensing Panel B - Thursday, 22nd November, 2018

22. The licence holder shall employ specialised event security for the event; containing full details of the number of SIA security, hours and roles at the event shall be specified in a separately produced crowd management plan. This plan shall be submitted to the Licensing Police and Council's Licensing Team for prior approval.
23. No alcohol shall be permitted to be taken from the event site.
24. A detailed Event Management Plan shall be produced which outlines all the safety and emergency procedures for the events held in the park.
25. The licence holder shall produce a risk assessment in line with the requirements of The Purple Guide and other associated best practice guides, this risk assessment including a site plan submitted to appropriate scale, shall be submitted to Council's Safety Advisory Group for approval prior to the licence taking effect.
26. Where persons under the age of 16 are permitted at any time a lost children policy shall be in place, this policy shall be incorporated into the event management plan produced for approval at the Council Safety Advisory Group or an affiliate group of its members.
27. All persons under the age of 16 must be accompanied by a responsible adult.
28. The licence holder shall permit unrestricted access to Café Tropea at all times.
29. To permit the premises to be used for 10 consecutive days in June or July in any subsequent year from 2020 with 6 months' written consent to the Council Event Team and approval by all the appropriate responsible authorities.

**To Note: All
Action By: Executive Director Supporting Communities**

9. ANY OTHER BUSINESS THAT THE CHAIR DECIDES TO TAKE AS URGENT

There was no such business.

The meeting ended at 9.40 pm.

CHAIR

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MINUTES END