Annex 1 - Mandatory conditions

1. The supply of alcohol is prohibited at a time when there is no designated premises supervisor in respect of the premises.

2. The supply of alcohol is prohibited at a time when the designated premises supervisor does not hold a personal licence or his/her licence is suspended.

3. Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.

4. Where a premises licence includes a condition that at specified times one or more individuals must be at the premises to carry out a security activity, the licence must include a condition that each such individual must
(a) be authorised to carry out that activity by a licence granted under the Private Security Industry Act 2001; or
(b) be entitled to carry out that activity by virtue of section 4 of that Act.

5. But nothing in subsection (4) requires such a condition to be imposed -

   (a) in respect of premises within paragraph 8(3)(a) of Schedule 2 to the Private Security Industry Act 2001 (c. 12) (premises with premises licences authorising plays or films), or

   (b) in respect of premises in relation to -

      (i) any occasion mentioned in paragraph 8(3)(b) or (c) of that Schedule (premises being used exclusively by club with club premises certificate, under a temporary event notice authorising plays or films or under a gaming licence), or

      (ii) any occasion within paragraph 8(3)(d) of that Schedule (occasions prescribed by regulations under that Act).

6. For the purposes of this section

   (a) “security activity” means an activity to which paragraph 2(1)(a) of that Schedule applies[and which is licensable conduct for the purposes of that Act (see section 3(2) of that Act)], and

   (b) paragraph 8(5) of that Schedule (interpretation of references to an occasion) applies as it applies in relation to paragraph 8 of that Schedule.

7. (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.

   (2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the

purpose of encouraging the sale or supply of alcohol for consumption on the premises

(a)games or other activities which require or encourage, or are designed to require or encourage, individuals to

(i)drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or

(ii)drink as much alcohol as possible (whether within a time limit or otherwise);

(b)provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;

(c)provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;

(d)selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;

(e)dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).

8. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

9. (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 sale or supply of alcohol.

(2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.

(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.

10. The responsible person must ensure that

(a)where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures

(i)beer or cider: ½ pint;

(ii)gin, rum, vodka or whisky: 25 ml or 35 ml; and

(iii)still wine in a glass: 125 ml;

(b)these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and

(c)where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.

11. 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.

12. For the purposes of the condition set out in paragraph 11

(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 + (DxV)

where

(i) P is the permitted price,

(ii)D is the rate of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and

(iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;

(c) "relevant person" means, in relation to premises in respect of which there is in force a premises licence

(i)the holder of the premises licence,

(ii) the designated premises supervisor (if any) in respect of such a licence, or

(iii)the personal licence holder who makes or authorises a supply of alcohol under such a licence;

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

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

13. Where the permitted price given by Paragraph (b) of 12 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.

14. (1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 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.

15. Where a premises licence authorises the exhibition of films, the licence must include a condition requiring the admission of children to the exhibition of any film to be restricted in accordance with this section.

16. Where the film classification body is specified in the licence, unless subsection (3) (b) applies, admission of children is must be restricted in accordance with any recommendation made by that body.

17. Where -

(a) the film classification body is not specified in the licence, or

(b) the relevant licensing authority has notified the holder of the licence that this subsection applies to the film in question, admission of children must be restricted in accordance with any recommendation made by that licensing authority.

18. In this section -

"children" means persons aged under 18; and "film classification body" means the person or persons designated as the authority under section 4 of the Video Recordings Act 1984 (c.39) (authority to determine suitability of video works for classification).

Annex 2 - Conditions consistent with the Operating Schedule

Annex 3 - Conditions attached after hearing by the licensing authority

1. The primary purpose of the premises shall be as an event space with the provision of any licensable activities after 23:00 limited to pre booked events and vetted guest list

2. The capacity of the premises after 23:00 will be limited to no more than 1200.

3. Save in the case of emergency there shall be no egress from the premises on to Bidborough street after 23:00

4. The premises shall maintain a live premises management plan (the Management Plan) that shall contain all the documents that are required and necessary to operate a safe premises.

5. The Management Plan shall be risk assessed led, reviewed and revised as is necessary, and shared with the licensing authority and authorised officers from the responsible authorities on request.

6. This shall include, but not be limited to, the following: -

- Firefighting equipment inspection certificates
- Challenge 25 policy
- Electrical installation inspection certificate
- Emergency electrical installation inspection certificate
- Fire rated doors
- First Aid Arrangements
- Proscribed drug policy
- Crowd, capacity and queue control policy and procedure
- Dispersal Policy
- Evacuation policy
- Emergency Evacuation policy and procedure
- Crises communication plan with neighbouring premises
- Counter terrorism plan
- Facilities for disabled visitors to the premises
- Arrangements for vulnerable people and underage visitors
- Noise Management
- Children and Vulnerable Persons
- Smoking area management
- Resident and business communication plan
- Children policy

7. An Event Management Plan (EMP) will be prepared for each high-risk event and shall be served upon the Police and Environmental Health a minimum of 14 working days ahead of an event for information.

8. The premises licence holder shall comply with the Management Plan and EMP.

9. The premises licence holder shall at the request of the local residents or businesses host, a Community Meeting, at least every quarter.

10. Save in exceptional circumstances, at least one member of the management team on duty whilst the premises remain open for the sale of alcohol is to hold a personal license under the Licensing Act 2003.

11. An incident log shall be kept at the premises and made available on request to an authorised officer of the Camden Council or the Police. It must be completed within 24 hours of the incident and will record the following:

a) all crimes reported to the venue
b) all ejections of patrons
c) any complaints received concerning crime and disorder and public nuisance
d) any incidents of disorder
e) all seizures of drugs or offensive weapons

f) any faults in the CCTV system, searching equipment or scanning equipment
g) any refusal of the sale of alcohol including date, time and name of staff member
h) any visit by a relevant authority or emergency service.

12. A record shall be kept detailing all refused sales of alcohol. The record should include the date and time of the refused sale and the name of the member of staff who refused the sale. The record shall be available for inspection at the premises by the police or an authorised officer of Camden Council at all times whilst the premises is open.

13. The Premises shall install and maintain a comprehensive CCTV system as per the minimum requirements of the Police Licensing Team. 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 attendees remain on the premises and will include the external area immediately outside the premises entrance. All recordings shall be stored for a minimum period of 31 days with date and time stamping. Viewing of recordings shall be made available immediately upon the request of authorised Responsible Authority Officers throughout the entire 31-day period.

14. 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 for Licensable Activities. This staff member must be able to provide authorised Responsible Authority Officers with copies of recent CCTV images or data with the absolute minimum of delay when requested.

15. Subject to Data Protection guidance and legislation, the management of the premises will ensure that key staff are fully trained in the operation of the CCTV and will be able to download selected footage onto a disk/USB Stick for the Police or authorised officers of the Local Authority or UK Border Agency without difficulty, delay or charge.

16. Any CCTV breakdown or system failure will be notified to the Police and Local Authority immediately & remedied as soon as practicable. Repair records / invoices shall be kept on site for at least 12 months and be readily available to be viewed by all authorised persons upon request.

17. If a serious assault is committed on the Premises (or appears to have been committed) the management will immediately ensure that:

(a) The police (and, where appropriate, the London Ambulance Service) are called without delay;

(b) All measures that are reasonably practicable are taken to apprehend any suspects where possible pending the arrival of the police;
(c) The crime scene is preserved to enable a full forensic investigation to be carried out by the police; and

(d) Such other measures are taken (as appropriate) to fully protect the safety of all persons present on the premises.

18. The premises shall risk assess the requirement for SIA licensed door supervisors (subject to a minimum of 3 from 2000 when licensable activities are taking place on the premises) and shall provide the appropriate number of SIA licensed door supervisors should they be required by the risk assessment who will be on duty at the premises from 1 hour before the start of any event, subject to any agreement with the police, and no less than 30 minutes after the premises closes.

19. Should a SIA licensed door supervisor/supervisors be required following a risk assessment a minimum of one SIA licensed door supervisor shall wear a body worn camera Management of the venue to ensure these cameras are working before deployment. In the event of an incident, the footage must be made available to Police or Local Authority upon request. The licence holder shall ensure that a suitable, expeditious playback/downloading system is in place to enable the Police to obtain any evidential footage. In the event of an incident, body worn camera footage will be stored for a minimum of 31 days and must be made available to Police upon request.

20. Where door supervisors are employed, a door supervisors register shall be updated on occasions when door supervisors are employed. The Register is to be made available for Inspection by the Police and/or Licensing Authority. Details to show:

- Full Name.
- Date of Birth.
- SIA Registration Number.
- Date and Hours Worked; and
- Contact telephone number and email address.
- A coloured photocopy of each door supervisors' SIA badge shall be taken by the DPS and retained at the premises

21. Door supervisors will wear high visibility jackets or vests or high visibility arm bands whilst working at entry/exit points and around the exterior of the building.

22. No person shall be allowed to leave the premises whilst in the possession of any drinking vessel or open glass bottle, whether empty or containing any beverage.

23. Any person entering the premises with alcoholic liquid bottles/containers will have these retained by the premises management in a secure location up until the time that the person leaves the premises.

24. There shall be no off-sales of alcohol, with the exception of alcohol sold during an event held at the premises, which is packaged to take home, and which is not intended for immediate consumption off the premises.

25. The premises shall operate a zero-tolerance policy to the supply and use of drugs.

26. A drug and psychoactive substance policy, to be agreed with the Police Licensing Team, shall be in place detailing, but not limited to the following information:

(a) Seizures to be logged on a register
(b) Disposal methods of any seized goods and type of secure deposit box.
(c) Access restricted to management only at all times. Names to be registered.
(d) Notification to Police for emergency on 999 or non-emergency on 101
(e) Welfare, e.g., intoxication

27. Staff to undertake routine patrols of the W/C facilities which shall be logged with date, time and name of person.

28. Any third party promoted events operated solely by the 3rd party involving licensable activities must be notified a minimum of 14 days prior to the Licensing Authority, Public Protection and Police Licensing Team for approval.

29. The venue shall not engage the services of street promoters to encourage clientele to attend the venue.

30. The licensee shall ensure that staff are trained as appropriate, in respect of relevant licensing law, crime scene best practice and upon the sale of alcohol to drunks and persons underage.

31. This training is to be clearly documented and signed and any training for future staff must also be organised at the appropriate time.

32. Refresher training shall be carried out every 6 months. Details of training are to be made available for inspection by Police or other Responsible Authorities, upon request.

33. The licensee /DPS will ensure that all staff that are customer facing/engaging at the venue are trained, as appropriate, in respect of Welfare and Vulnerability Engagement (through safer sounds.org.uk) 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.

34. The maximum number of persons accommodated at the premises shall not exceed the following number of people (excluding staff)

- Ground and first floor - 1,100
- Basement - 500

35. The means of escape provided for the premises shall be maintained unobstructed, free of trip hazards, be immediately available and clearly identified in accordance with the plans provided. All exit routes and public areas shall be kept unobstructed, shall have non- slippery and even surfaces, shall be free of trip hazards and shall be clearly signed.

36. All self-closing doors shall be effectively maintained and not held open other than by an approved device

37. The edges of the treads of steps and stairways shall be maintained so as to be conspicuous.

38. Curtains, decorations and hangings shall be arranged so as not to obstruct emergency safety signs or emergency equipment.

39. All fabrics, curtains, drapes, and similar features including materials used in finishing and furnishing shall be either non-combustible or be durably or inherently flame-retarded fabric. Any fabrics used in escape routes (other than foyers), entertainment areas or function rooms, shall be non-combustible.

40. Prior to the commencement of the events space use (excluding occupation and fit out), the licensee shall appoint a noise consultant registered with the Institute of Acoustics or Association of Noise Consultants to prepare a scheme of sound insulation and noise control measures, which will include the installation of a noise management device, to prevent persons in the neighbourhood from being unreasonably disturbed by noise of music from the premises. The scheme shall be submitted for approval by the Council, and the approved scheme fully implemented to the satisfaction of the Council and the licensee notified in writing accordingly, prior to the premises being used for increased regulated entertainment. The report must satisfy the local authority of the sound management device, internal noise level settings and that the premises structure is suitable for entertainment proposed to prevent noise breakout giving rise to public nuisance. The report shall include post completion test of all acoustic works during the quieter proposed operating hours for licensed activity to confirm compliance. Additional steps to mitigate noise shall be taken, as necessary.

41. A sound management device shall be installed and used where music is provided, set and sealed at a level by the sound consultant in compliance with the approved scheme. The sound management device or approved level shall not be altered without prior agreement of the Council.

42. The measures shall ensure that the internal noise level emitted from entertainment will be limited to 92dBLAeq (15mins) and 95dBLeq, 15min, 63Hz - 125Hz save as otherwise may be agreed with the Camden Local Authority Licensing and Environmental Health Service.

43. A noise management policy must be prepared and implemented at the premises. The noise management policy to be agreed with Camden Council should be periodically reviewed and updated. A copy will always be available to officers on request.

44. 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 public nuisance. All loudspeakers shall be sited and isolated from the structure to prevent noise and vibration public nuisance.

45. When regulated entertainment is being provided from 11 pm when the venue is trading external sound checks shall be carried out every 30 minutes and logged.

46. The premises shall operate a dispersal policy and noise management policy and all staff shall be trained in its implementation.

47. Staff and or SIA door supervisors shall be proactive and encourage polite dispersal of attendees. and after 23.00 effective marshalling and dispersal towards Euston Road direction.

48. With the exception of show turnaround periods (get-out and get-in), deliveries to the premises shall not take place between 22:00 and 08:00.

49. Licence holder shall ensure those hiring the premises will be aware of the licensing conditions, have direct control of any hire with staff on site, ensure that the in-house team are responsible for the operation of the sound systems and controls that will be used during the hire period.

50. All windows and external doors shall be kept closed, or at any time when regulated entertainment takes place, except for the immediate access and egress of persons.

51. Save as otherwise may be agreed with the Licensing Authority, the smoking area shall to at the north-eastern corner of premise.

52. The management shall have in place a contract for a collection of their waste/refuse and ensure that receptacles for waste within the premises are emptied regularly to minimise nuisance from smells and vermin.

53. Where the premises is in use after 2000 and the sale of alcohol is taking place, the smoking area shall be supervised by an SIA registered door supervisor who will monitor the capacity and restrict access when necessary, and to ensure that customers do not bring drinks into the smoking area.so as to ensure that there is no public nuisance or obstruction to the public highway.

54. The licence holder shall ensure that any queue to enter the premises which forms outside the premises is orderly and supervised by door staff so as to ensure that there is no public nuisance or obstruction to the public highway. 54. Save as otherwise may be agreed with the Licensing Authority, any queue outside the Bidborough Street entrance shall be on the north side of Bidborough Street, extend eastwards and down Tonbridge Walk.

55. Notices shall be prominently displayed at all exits requesting patrons to respect the needs of local residents and businesses and leave the area quietly.

56. The management shall have in place a contract for a collection of their waste/refuse and ensure that receptacles for waste within the premises are emptied regularly to minimise nuisance from smells and vermin.

57. Attendees permitted to temporarily leave and then re-enter the Premises, e.g., to smoke or make a phone call, shall not be permitted to take glass containers out with them. Protection of children from harm.

58. A Challenge 25 proof of age scheme shall be operated at the premises where the only acceptable forms of identification are recognised photographic identification cards, such as a driving licence, passport or proof of age card with the PASS Hologram.

59. Signage advertising the aforementioned proof of age scheme shall be prominently displayed throughout the premises with a particular emphasis on the alcohol display area and service area.

60. When children under the age of 18 are in the premises they will be under adult supervision.

61. A direct dial telephone number shall be provided to residents that shall be manned during operating hours of the venue. Details of any calls received shall be logged and a note subsequently made of the action taken. Details to be made available upon request to responsible authorities.

62. The premises will not hold club nights (being defined as a "Regular or frequent DJ or dance led events, externally promoted and advertised to the public at large where the primary or only purpose is music and dancing").

63. Unless pre-agreed with Camden Police Licensing (which will include the premises licence holder providing to the police with an event management plan) the premises shall not show any live football.

64. Save without the prior agreement of the police, the number for events where the provision of licensable activities ends after 0200 shall be limited to no more than 24 in any calendar year.

65. From 20:00 attendees permitted to temporarily leave and then re-enter the Premises, e.g., to smoke or make a phone call within the designated smoking area, shall be limited to a maximum of 40 persons at any one time.

66. Toilet checks be carried out every 2 hours when the premises are open to the public for the provision of licensable activities.

67. The police will be called to all incidents of violence and disorder.

68. Any entertainment noise associated with the premises shall comply with a noise rating NR25 when measured within any nearby residence.

69. The SIA officials were required to direct patrons to the uber designated point with this information clearly available at the venue and on the venue’s website.

70. Making emergency contact details for the premises available for residents with somebody available at all times while the premises was open to respond to complaints.

71. Noise measurements emanating from the venue made available to residents on request.

72. The existing licence shall be surrendered when the new licence takes effect.

Annex 4- Plans

London Borough of Camden, Town Hall,
Judd Street, London, WC1H 9JE

Premises licence summary

Premises licence number	**PREM-LIC\116671**

Premises details

Postal address of premises, or if none, ordnance survey map reference or description
The Camden Centre 38-50 Bidborough Street London WC1H 9DB
Telephone number

Where the licence is time limited the dates
N/A

Licensable activities authorised by the licence	
Retail of Alcohol:	Yes
Plays:	Yes
Films:	Yes
Indoor Sporting Events:	Yes
Live Music:	Yes
Recorded Music:	Yes
Performance of Dance:	Yes
Similar to e), f) or g)	Yes
Late Night Refreshment:	Yes

The times the licence authorises the carrying out of licensable activities	
Retail of Alcohol:	
Sunday – Tuesday	10:00 - 01:00
Wednesday	10:00 - 02:00
Thursday	10:00 - 03:00
Friday - Saturday	10:00 - 04:00
Plays:	
Sunday – Tuesday	10:00 - 01:00
Wednesday	10:00 - 02:00
Thursday	10:00 - 03:00
Friday - Saturday	10:00 - 04:00
Films:	
Sunday – Tuesday	10:00 - 01:00

Wednesday	10:00 - 02:00
Thursday	10:00 - 03:00
Friday - Saturday	10:00 - 04:00
Indoor Sporting Events:	
Sunday – Tuesday	10:00 - 01:00
Wednesday	10:00 - 02:00
Thursday	10:00 - 03:00
Friday - Saturday	10:00 - 04:00
Live Music:	
Sunday – Tuesday	10:00 - 01:00
Wednesday	10:00 - 02:00
Thursday	10:00 - 03:00
Friday - Saturday	10:00 - 04:00
Recorded Music:	
Sunday – Tuesday	10:00 - 01:00
Wednesday	10:00 - 02:00
Thursday	10:00 - 03:00
Friday - Saturday	10:00 - 04:00
Performance of Dance:	
Sunday – Tuesday	10:00 - 01:00
Wednesday	10:00 - 02:00
Thursday	10:00 - 03:00
Friday - Saturday	10:00 - 04:00
Similar to e), f) or g)	
Sunday – Tuesday	10:00 - 01:00
Wednesday	10:00 - 02:00
Thursday	10:00 - 03:00
Friday - Saturday	10:00 - 04:00
Late Night Refreshment:	
Sunday – Tuesday	23:00 - 01:00
Wednesday	23:00 - 02:00
Thursday	23:00 - 03:00
Friday - Saturday	23:00 - 04:00

The opening hours of the premises

Sunday to Tuesday 09:00 to 01:30
Wednesday 09:00 to 02:30
Thursday 09:00 to 03:30
Friday and Saturday 09:00 to 04:30

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

Sale of alcohol is permitted for consumption ON the premises.

Name, (registered) address of holder of premises licence

Eventhia Limited
46 Nova Road
Croydon
CR0 2TL

Registered number of holder, for example company number, charity number (where applicable)
11343360

Name of designated premises supervisor where the premises licence authorises the supply of alcohol

Jad Lahoud

State whether access to the premises by children is restricted or prohibited

N/A