

## NOTICE OF MEETING

# SPECIAL LICENSING SUB COMMITTEE

Thursday, 28th April, 2022, 10.00 am - MS Teams (watch the live meeting [here](#) and watch the recording [here](#))

**Members:** Councillors Gina Adamou (Chair), Reg Rice and Viv Ross

**Quorum:** 3

### 1. FILMING AT MEETINGS

Please note this meeting may be filmed or recorded by the Council for live or subsequent broadcast via the Council's internet site or by anyone attending the meeting using any communication method. Members of the public participating in the meeting (e.g. making deputations, asking questions, making oral protests) should be aware that they are likely to be filmed, recorded or reported on. By entering the 'meeting room', you are consenting to being filmed and to the possible use of those images and sound recordings.

The Chair of the meeting has the discretion to terminate or suspend filming or recording, if in his or her opinion continuation of the filming, recording or reporting would disrupt or prejudice the proceedings, infringe the rights of any individual, or may lead to the breach of a legal obligation by the Council.

### 2. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

### 3. URGENT BUSINESS

It being a special meeting of the Sub Committee, under Part Four, Section B, Paragraph 17, of the Council's Constitution, no other business shall be considered at the meeting.

### 4. DECLARATIONS OF INTEREST

A member with a disclosable pecuniary interest or a prejudicial interest in a matter who attends a meeting of the authority at which the matter is considered:

- (i) must disclose the interest at the start of the meeting or when the interest becomes apparent, and
- (ii) may not participate in any discussion or vote on the matter and must withdraw from the meeting room.

A member who discloses at a meeting a disclosable pecuniary interest which is not registered in the Register of Members' Interests or the subject of a pending notification must notify the Monitoring Officer of the interest within 28 days of the disclosure.

Disclosable pecuniary interests, personal interests and prejudicial interests are defined at Paragraphs 5-7 and Appendix A of the Members' Code of Conduct.

## **5. SUMMARY OF PROCEDURE**

The Chair will explain the procedure that the Committee will follow for the hearing considered under the Licensing Act 2003.

## **6. APPLICATION FOR A NEW PREMISES LICENCE AT THE CAUSE, 15-19 GARMAN ROAD, LONDON, N17 (PAGES 1 - 122)**

To consider an application for a new premises licence.

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George Meehan House, 294 High Road, Wood Green, N22 8JZ

Wednesday, 20 April 2022

**Report for:** Licensing Sub Committee 28<sup>th</sup> April 2022

**Item number:**

**Title:** Application for a New Premises Licence –The Cause 15-19 Garman Road  
London N17

**Report**

**authorised by :** Daliah Barrett-Licensing Team Leader – Regulatory Services.

**Ward(s) affected:** Northumberland Park

**Report for Key/**

**Non Key Decision:** Not applicable

**1. Describe the issue under consideration**

1.1 This report relates to an application for a new premises licence by DL Space Ltd.

1.2 The application seeks the following:

**Regulated Entertainment: Plays**

Friday to Sunday 6pm to 12 midnight

**Regulated Entertainment: Films**

Friday to Sunday 8am to 4am

**Regulated Entertainment: Live Music**

Friday 6pm to 11pm

Saturday to Sunday 10am to 11pm

**Regulated Entertainment: Recorded Music, Performance of Dance & Anything Similar:**

Friday 6pm to 6am

Saturday 8am to 6pm

Sunday 8am to 11pm

Bank holidays from 6pm on the day preceding to 11pm the following day.

**Late Night Refreshment**

Friday to Saturday 11pm to 5am

Bank holidays from 6pm on the day preceding to 11pm the following day.

**Supply of Alcohol**

Friday 6pm to 5.45am

Saturday 9am to 5.45am

Sunday 8am to 10.45pm

Supply of alcohol **on** the premises

Bank holidays from 6pm on the day preceding to 11pm the following day

**Type of premises** - Night Club

1.3 The application can be found at - **Appendix A.**

#### 1.4 Representations have been received from:

**Responsible Authorities- Licensing Authority and Public Health and Building Control.  
App B.**

#### 1.5 Recommendation

In considering the representations received and what is appropriate for the promotion of the licensing objectives, the steps the Sub-Committee can take are:

- Grant the application as requested
- Grant the application whilst imposing additional conditions and/or altering in any way the proposed operating schedule.
- Exclude any licensable activities to which the application relates
- Reject the whole or part of the application

Members of the licensing sub committee are asked to note that they may not modify the conditions or reject the whole or part of the application merely because it considers it desirable to do so. It must be appropriate in order to promote the licensing objectives.

## 2 Background

- 2.1 The premises 15-19 Garman Road is an industrial warehouse building which has been mostly empty for the last three years. Planning Permission has been granted to demolish and redevelop the site for new offices and work units. Planning have confirmed that the applicants do not have planning permission to operate the premises as a nightclub/music venue.
- 2.2 The applicants have been advised to regularise the planning situation. The building was previously a factory and the Licensing Authority has raised concerns relating to the possible capacity figures and means of escape for this premises should it be used for a nightclub.
- 2.3 The applicants have applied for Temporary event Notices to enable some limited operations over the preceding months. The applicants tend to divide up the venue space and apply for separate TENs in order to maximise the amount people they can have at their events, the two TENs applied for would have permitted 1000 people to be in attendance. The notice giver are still obliged to ensure compliance with fire safety as well as health and safety requirements at the venue:

15-19 Garman Road, unit 7, Garman Road, Haringey, London, N17 0UR	Warehouse	15/02/2022	05/03/2022	06/03/2022
15-19 Garman Road, unit 8, Garman Road, Haringey, London, N17 0UR	Warehouse	15/02/2022	05/03/2022	06/03/2022

- 2.4 The applicants have sought to obtain letters of support from various other businesses. In total 5 letters of support were received from businesses such as Mind in Haringey, the security company that the applicants use as well as a promoter that hosts events geared to the LGBTQ community. Only the security letter is attached to the report as it is the only letter that speaks to any of the licensing objectives and could be viewed as being a



valid representation. The other letters do not relate to any of the licensing objectives so were not accepted as valid representations.

## 3 Licensing Policy

- 3.1 The committee will also wish to be aware of the guidance issued under section 182 of the Licensing Act 2003. Licensing is about regulating the provision of licensable activities on licensed premises, by qualifying clubs and at temporary events within the terms of the Licensing Act 2003. The terms and conditions attached to various permissions are focused on matters which are within the control of individual licensees and others granted relevant permissions. Accordingly, these matters will centre on the premises and places being used for licensable activities and the vicinity of those premises and places.
- 3.2 The objective of the licensing process is to allow for the carrying on of retail sales of alcohol and the prevention of public nuisance, prevention of crime and disorder, public safety and protection of children from harm. It is the Licensing Authority's wish to facilitate well run and managed premises with licence holders displaying sensitivity to the impact of the premises on local residents.
- 3.3 In considering licence applications, where relevant representations are made, this Licensing Authority will consider the adequacy of measures proposed to deal with the potential for public nuisance and/or public disorder having regard to all the circumstances of the case.
- 3.4 Where relevant representations are made, this authority will demand stricter conditions with regard to noise control in areas that have denser residential accommodation, but this will not limit opening hours without regard for the individual merits of any application. This authority will consider each application and work with the parties concerned to ensure that adequate noise control measures are in place. Any action taken to promote the licensing objectives will be appropriate and proportionate.
- 3.5 This Licensing Authority in determining what action to take will seek to establish the cause of concern and any action taken will be directed at these causes. Any action taken to promote the licensing objectives will be appropriate and proportionate.
- 3.6 Where relevant representations are made, this authority will demand stricter conditions with regard to noise control in areas that have denser residential accommodation, but this will not limit opening hours without regard for the individual merits of any application. This authority will consider each application and work with the parties concerned to ensure that adequate noise control measures are in place
- 3.7 Also The Licensing Authority may not impose conditions unless its discretion has been exercised following receipt of relevant representations and it is satisfied as a result of the hearing that it is appropriate to impose conditions to promote one or more of the four licensing objectives. Therefore conditions may not be imposed for the purpose other than promoting the licensing objectives and in some cases no additional conditions will be required.
- 3.8 In cases Members should make their decisions on the civil burden of proof, that is the balance of probability.
- 3.9 Members should consider in all cases whether or not primary legislation is the

appropriate method of regulation and should only consider licence conditions when the circumstances in their view are not already adequately covered elsewhere.

- 3.10 The Government has advised that conditions must be tailored to the individual type, location and characteristics of the premises and events concerned. Conditions cannot seek to manage the behaviour of customers once they are beyond the direct management of the licence holder and their staff.

The Councils Licensing policy generally expects applicants to address the licensing objectives and discuss how to do this with the relevant responsible authorities.

## 4 Licensing hours

- 4.2 Where relevant representations are made, the Council will consider the proposed hours on their individual merits. Notwithstanding this, the Council may require stricter conditions in areas that have denser residential accommodation to prevent public nuisance. The Council will endeavour to work with all parties concerned in such instances to ensure that adequate conditions are in place. The Council may restrict the hours that certain premises can offer alcohol for sale for consumption off the premises for preventing crime, disorder and nuisance.

## 5 Powers of a Licensing Authority

- 5.1 The decision should be made with regard to the Secretary of the State's guidance and the Council's Statement of Licensing Policy under the Licensing Act 2003. Where the decision departs from either the Guidance or the Policy clear and cogent reasons must be given. Members should be aware that if such a departure is made the risk of appeal / challenge is increased.
- 5.2 The licensing authority's determination of this application is subject to a 21 day appeal period or if the decision is appealed the date of the appeal is determined and /or disposed of.

## 6. Other considerations

**Section 17 of the Crime and Disorder Act 1998** states:

"Without prejudice to any other obligation imposed on it, it shall be the duty of each authority to which this section applies to exercise its various functions with due regard to the likely effect of the exercise of those function on, and the need to do all that it reasonably can to prevent crime and disorder in its area".

### 6.1 Human Rights

While all Convention Rights must be considered, those which are of particular relevance to the application are:

- Article 8 – Right to respect for private and family life.
- Article 1 of the First Protocol – Protection of Property
- Article 6(1) – Right to a fair hearing.
- Article 10 – Freedom of Expression

## 7 Use of Appendices

**Appendix A - New Application.**

**Appendix B – Licensing Authority Representations.**

**Appendix B1- Public Health representation**

**Appendix B2- Building Control representation**

**Background papers: Section 82 Guidance**  
**Haringey Statement of Licensing policy**

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# Appendix 1

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## Start

Are you an agent acting on behalf of the applicant?: No

## Applicant: Applicant details

Full name: Stuart Glen

Email: [REDACTED]

Phone/mobile: [REDACTED]

Which legal structure are you applying as? A business or organisation including as a sole trader

Is your business registered in the UK? Yes

Is your business registered outside the UK?

Commercial register:

Registration number: 11154948

Business name: DL Space Ltd

Are you VAT registered?: Yes

VAT number: GB299353255

Legal status: Private Limited Company

What is your position in the business?: Director

Home country: United Kingdom

Address: [REDACTED]

## Premises details

Premises or Trading name: The Cause

Please provide a postcode, OS Map Reference or description Address

Premises OS Map reference:

Address Description:

Full address of the premises: 15-19, Garman Road, Tottenham, Haringey, London, N17 0UR

Premises phone number: [REDACTED]

Plan of the premises: sandbox-files://622772ff241b8809289108

Do you have a rateable value based on VOA? Yes

What is the non-domestic rateable value band?: C (£33,001-£87,000)

Are you applying to only sell alcohol?:

NDR Fee to Pay: £315

## Applicant 2: Application details

In what capacity are you applying for the premises licence? Limited company / limited liability partnership

Confirm the following: I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities

## Non-individual applicant details

**Full name:** DL Space Ltd

**Do you have a registration number?:** Yes

**Please enter your registration number:** 11154948

**Description of applicant:** Limited company

**Address:** [REDACTED]

**Phone number:** [REDACTED]

**Email address:** [REDACTED]

**Date of birth:** [REDACTED]

**Nationality:** [REDACTED]

## Operating Schedule

**When do you want the premises licence to start?:** 05/04/2022

**When do you want the premises licence to end?:**

**Please give a general description of the premises:** 15-19 Garman Road is an industrial warehouse building which has been largely empty for the last three years, planning has been granted to demolish and redevelop the premises with works expected to start sometime in 2023. We propose to use the site for an interim period before development to continue The Cause project successfully previously located at Ashley House on Ashley Road. There are no residential neighbours close by that will be affected by proposed late night activity, the surrounding area is primarily industrial and the operational times applied for have been carefully considered to minimise the impact a late night music venue could have on local businesses. Sale of alcohol will be on site only.

**Do you expect more than 5,000 or more people to attend the premises at any one time?** No

**How many people do you expect to attend the premises at any one time?**

**Additional fee to be paid for over 5,000 capacity:** £

## Regulated entertainment

This section covers regulated entertainment

### Provision of plays

**Will you be providing plays?:** Yes

**Which days of the week do you intent the premises to be used for the activity?** Friday, Saturday, Sunday

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.:

**Monday:**

- Start 1:
- End 1:
- Start 2:
- End 2:



**Tuesday:**

- Start 1:
- End 1:
- Start 2:
- End 2:

**Wednesday:**

- Start 1:
- End 1:
- Start 2:
- End 2:

**Thursday:**

- Start 1:
- End 1:
- Start 2:
- End 2:

**Friday:**

- Start 1: 18:00
- End 1: 00:00
- Start 2:
- End 2:

**Saturday:**

- Start 1: 08:00
- End 1: 00:00
- Start 2:
- End 2:

**Sunday:**

- Start 1: 08:00
- End 1: 00:00
- Start 2:
- End 2:

**Will the performance of a play take place indoors or outdoors or both?** Indoors

**State type of activity to be authorised, if not already stated, and give relevant further details**

The space will be open for all creatives, with the opportunity for drama schools to rehearse and perform.

**State any seasonal variations for performing plays:** N/A

**Non standard timings. Where the premises will be used for the performance of a play at different times from those listed above, list below:** N/A

**Provision of films**

**Will you be providing films?:** Yes

**Which days of the week do you intent the premises to be used for the activity?** Friday,  
Saturday, Sunday

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.:

**Monday:**

- Start 1:
- End 1:
- Start 2:
- End 2:

**Tuesday:**

- Start 1:
- End 1:
- Start 2:
- End 2:

**Wednesday:**

- Start 1:
- End 1:
- Start 2:
- End 2:

**Thursday:**

- Start 1:
- End 1:
- Start 2:
- End 2:

**Friday:**

- Start 1: 18:00
- End 1: 04:00
- Start 2:
- End 2:

**Saturday:**

- Start 1: 08:00
- End 1: 04:00
- Start 2:
- End 2:

**Sunday:**

- Start 1: 08:00
- End 1: 00:00
- Start 2:

- End 2:

**Will the exhibition of films take place indoors or outdoors or both?** Indoors

**State 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.:** We hope to be able to offer independent productions the opportunity to run film led events within the space at weekends. Sound will be amplified to an audible level (not overly loud). We expect that most film viewings will take place in evenings.

**State any seasonal variations for the exhibition of film:**N/A

**Non standard timings. Where the premises will be used for the exhibition of film at different times from those listed above, list below:** N/A

## **Provision of indoor sporting events**

**Will you be providing indoor sporting events?:** No

## **Provision of boxing or wrestling entertainments**

**Will you be providing boxing or wrestling entertainments?:** No

## **Provision of live music**

**Will you be providing live music?:** Yes

**Which days of the week do you intent the premises to be used for the activity?** Friday, Saturday, Sunday

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.:

### **Monday:**

- Start 1:
- End 1:
- Start 2:
- End 2:

### **Tuesday:**

- Start 1:
- End 1:
- Start 2:
- End 2:

### **Wednesday:**

- Start 1:
- End 1:
- Start 2:
- End 2:

### **Thursday:**

- Start 1:

- End 1:
- Start 2:
- End 2:

**Friday:**

- Start 1: 18:00
- End 1: 23:00
- Start 2:
- End 2:

**Saturday:**

- Start 1: 10:00
- End 1: 23:00
- Start 2:
- End 2:

**Sunday:**

- Start 1: 10:00
- End 1: 23:00
- Start 2:
- End 2:

**Will the performance of live music take place indoors or outdoors or both?** Indoors

**State type of activity to be authorised, if not already stated, and give relevant further details.:** Live bands and rehearsal space. Bands will finish latest by 23:00 .

**State any seasonal variations for performance of live music:** N/A

**Non standard timings. Where the premises will be used for the performance of live music at different times from those listed above, list below:** N/A

**Provision of recorded music**

**Will you be providing recorded music?** Yes

**Which days of the week do you intend the premises to be used for the activity?** Friday,

Saturday, Sunday

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.:

**Monday:**

- Start 1:
- End 1:
- Start 2:
- End 2:

**Tuesday:**

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- End 2:

**Wednesday:**

- Start 1:
- End 1:
- Start 2:
- End 2:

**Thursday:**

- Start 1:
- End 1:
- Start 2:
- End 2:

**Friday:**

- Start 1: 18:00
- End 1: 06:00
- Start 2:
- End 2:

**Saturday:**

- Start 1: 08:00
- End 1: 06:00
- Start 2:
- End 2:

**Sunday:**

- Start 1: 08:00
- End 1: 23:00
- Start 2:
- End 2:

**Will the playing of recorded music take place indoors or outdoors or both?** Indoors  
**State type of activity to be authorised, if not already stated, and give relevant further details.:** From 8am we aim to host alcohol free, dance music / DJ led high intensity fitness classes. DJ Schools and lessons will take place later in the daytime.  
Later at night, private parties, DJ led music events, corporate events, charity events & weddings. No music shall be played outside.

**State any seasonal variations for playing of recorded music:**N/A

**Non standard timings. Where the premises will be used for the playing of recorded music at different times from those listed above, list below:** From 18:00 hours on the day preceding all bank holidays to 23:00 hours the following day.

**Provision of performance of dance**

**Will you be providing performance of dance?:** Yes

**Which days of the week do you intent the premises to be used for the activity?** Friday,

Saturday, Sunday

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.:

**Monday:**

- Start 1:
- End 1:
- Start 2:
- End 2:

**Tuesday:**

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- End 2:

**Wednesday:**

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- End 1:
- Start 2:
- End 2:

**Thursday:**

- Start 1:
- End 1:
- Start 2:
- End 2:

**Friday:**

- Start 1: 18:00
- End 1: 06:00
- Start 2:
- End 2:

**Saturday:**

- Start 1: 08:00
- End 1: 06:00
- Start 2:
- End 2:

**Sunday:**

- Start 1: 08:00
- End 1: 23:00
- Start 2:
- End 2:

**Will the performance of dance take place indoors or outdoors or both?** Indoors

**State type of activity to be authorised, if not already stated, and give relevant further**

**details.:** Dance lessons at various times of the day, including early morning dance music fitness classes.

**State any seasonal variations for performing plays** N/A

**Non standard timings. Where the premises will be used for the performance of a play at different times from those listed above, list below:** From 18:00 hours on the day preceding all bank holidays to 23:00 hours the following day.

**Provision of anything of a similar description to live music, recorded music or performances of dance**

**Will you be providing anything similar to live music, recorded music or performances of dance?:** Yes

**Which days of the week do you intent the premises to be used for the activity?** Friday, Saturday, Sunday

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.:

**Monday:**

- Start 1:
- End 1:
- Start 2:
- End 2:

**Tuesday:**

- Start 1:
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- End 2:

**Wednesday:**

- Start 1:
- End 1:
- Start 2:
- End 2:

**Thursday:**

- Start 1:
- End 1:
- Start 2:
- End 2:

**Friday:**

- Start 1: 18:00
- End 1: 06:00
- Start 2:

- End 2:

**Saturday:**

- Start 1: 08:00
- End 1: 06:00
- Start 2:
- End 2:

**Sunday:**

- Start 1: 08:00
- End 1: 23:00
- Start 2:
- End 2:

**Give a description of the type of entertainment that will be provided** We will have fitness classes that require recorded music and dancing to various forms of music. These may be early morning (8am) and early evening (5-8pm).

**Will this entertainment take place indoors or outdoors or both?** Indoors

**State type of activity to be authorised, if not already stated, and give relevant further details.:** Music may be amplified at times stated.

**State any seasonal variations for the entertainment** N/A

**Non standard timings. Where the premises will be used for entertainment at different times from those listed above, list below:** From 18:00 hours on the day preceding all bank holidays to 23:00 hours the following day.

## Late night refreshment

**Will you be providing late night refreshment?:** Yes

**Which days of the week do you intent the premises to be used for the activity?** Friday, Saturday

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.:

**Monday:**

- Start 1:
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**Tuesday:**

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**Wednesday:**

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- End 1:
- Start 2:
- End 2:

**Thursday:**

- Start 1:
- End 1:
- Start 2:
- End 2:

**Friday:**

- Start 1: 23:00
- End 1: 05:00
- Start 2:
- End 2:

**Saturday:**

- Start 1: 23:00
- End 1: 05:00
- Start 2:
- End 2:

**Sunday:**

- Start 1:
- End 1:
- Start 2:
- End 2:

**Will the provision of late night refreshment take place indoors or outdoors or both?** Both  
**State type of activity to be authorised, if not already stated, and give relevant further details.:**

**State any seasonal variations:** N/A

**Non standard timings. Where the premises will be used for the supply of late night refreshment at different times from those listed above, list below:** From 23:00 hours on the day preceding all bank holidays to 05:00 hours the following day.

## Supply of alcohol

**Will you be selling or supplying alcohol?** Yes

**Which days of the week do you intent the premises to be used for the activity?** Friday, Saturday, Sunday

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.:

**Monday:**

- Start 1:
- End 1:

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**Tuesday:**

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**Wednesday:**

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- End 1:
- Start 2:
- End 2:

**Thursday:**

- Start 1:
- End 1:
- Start 2:
- End 2:

**Friday:**

- Start 1: 18:00
- End 1: 05:45
- Start 2:
- End 2:

**Saturday:**

- Start 1: 09:00
- End 1: 05:45
- Start 2:
- End 2:

**Sunday:**

- Start 1: 08:00
- End 1: 22:45
- Start 2:
- End 2:

**Will the sale of alcohol be for consumption?** On the premises

**State any seasonal variations:** N/A

**Non standard timings. Where the premises will be used for the supply of alcohol at different times from those listed above, list below:** From 18:00 hours on the day preceding all bank holidays to 23:00 hours the following day.

**Designated premises supervisor consent**

**Are you (as the applicant), the designated premises supervisor:** Yes

**How will the consent form of the proposed designated premises supervisor be supplied to the authority?:**

**Please upload the completed consent form for the designated premises supervisor**

**Do you know the reference number for the consent form**

**Please enter the reference number for the consent form:** na

**Name of designated supervisor:** Stuart Glen

**Address of designated supervisor:** 220 Wrens Park House

Warwick Grove

London

E5 9LS

**Date of birth of designated supervisor:** 17/12/1979

**Enter the personal licence number:** LBH-PER-N-1896

**Issuing licensing authority:** Hackney

## Adult entertainment

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children.

**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:** N/A

## Hours premises are open to the public

**Which days of the week do you intent the premises to be used for the activity?** Friday,

Saturday, Sunday

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.:

**Monday:**

- Start 1:
- End 1:
- Start 2:
- End 2:

**Tuesday:**

- Start 1:
- End 1:
- Start 2:
- End 2:

**Wednesday:**

- Start 1:
- End 1:
- Start 2:
- End 2:

**Thursday:**

- Start 1:
- End 1:
- Start 2:
- End 2:

**Friday:**

- Start 1: 18:00
- End 1: 06:15
- Start 2:
- End 2:

**Saturday:**

- Start 1: 08:00
- End 1: 06:15
- Start 2:
- End 2:

**Sunday:**

- Start 1: 08:00
- End 1: 23:15
- Start 2:
- End 2:

**State any seasonal variations:** N/A

**Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed above, list below:** From 18:00 hours on the day preceding all bank holidays to 23:00 hours the following day.

## **Licensing objectives**

a) **General – all four licensing objectives (b,c,d,e):** We are happy to continue working with the same conditions as those that were in effect at our previous licensed premises, they have been copied into the relevant areas below. We have removed the statement about outdoor music finishing at 22:00 as there is no suitable outdoor area, amended the smoking area statement, the capacity statement and the last entry time, aside from this the suggested conditions are cut and paste from our ashley road licence. There do not appear to be any conditions relating to CCTV or incident reporting on our last issued licence, we're expecting to discuss this with the Police team. We feel that we have a good working relationship with the responsible authorities in the borough and wish to continue this. Please do represent and get in touch if you feel anything needs amending going forwards.

As we have previously demonstrated we have developed a robust in house training scheme for our regular venue staff team guided by our staff handbook and training sessions which include fire safety, emergency procedures, WAVE & "Ask for Angela". Our security team will assess the site and produce a new set of site instructions once the licence is granted and we will continue to train management and supervisors in first aid and mental health awareness. Our current training

documents and security site instructions are attached as appendices and further evidence of certificated training can be provided on request.

b) **The prevention of crime and disorder.** The Licensee will implement responsible measures and liaise with the Police and Local Authority to tackle any disorder associated with the premises.

DL Space Ltd will have an experienced responsible person on site at all times it is occupied by the general public and will provide SIA registered security to assist in the management of any event where it is deemed necessary by the event risk assessment. SIA licensed door security staff will be provided to DL Space Ltd under contract from a professional contractor, ensuring consistency and continual training.

DL Space Ltd will have a zero tolerance policy in force across the site against illegal substance, notices will be displayed around the premises.

Management & Security staff will regularly monitor the toilets to deter drug use and record the toilet checks on a daily basis.

Signage will be displayed at the exit asking customers to respect local residents and reminding customers to leave the area quickly and quietly.

The licensee will ensure effective customer search policies will be implemented for drugs and weapons.

High strength alcohol sale restriction: no super-strength beer, lagers or ciders of 6.5% ABV (alcohol by volume) or above shall be sold at the premises.

No promotion of super-strength alcohol (above 6.5% ABV) and single cans (i.e. buy one get one free) OR there shall be no promotional sales of alcohol at the premises where alcohol is sold at a price lower than that at which the same or similar alcoholic drinks are sold, or usually sold, on the premises

There shall be no self-service of spirits on the premises.

No customers shall be allowed to leave the premises while carrying open drinking vessels, or to consume alcohol on the public highway.

The area immediately outside the premises will be maintained to ensure that any litter generated by the premises and / or its customers is regularly cleared, including cigarette butts/packets etc periodically throughout the premises opening hours and specifically at the end of trading hours.

No entertainment, performance, service, or exhibition involving nudity or sexual stimulation that would come within the definition of a sex establishment in Schedule 3 to the Local Government (Miscellaneous Provisions) Act 1982 shall be provided.

There shall be no striptease or nudity, and all persons shall be decently attired at all times.

c) **Public safety:** Any person found to be carrying, using or distributing any form of illegal substance will be reported to the Police.

Any person found to be carrying, using or distributing any form of illegal substance will be banned from further use of the site.

Down Lane Studios operational management team will be trained to provide first aid care.

The maximum capacity of the premises will initially be 800 and any revisions will be presented to the London Fire Brigade for approval and discussed with the Police Licensing team before any changes are made.

In line with the fire risk assessment:

(a) Heat / smoke detectors are installed and maintained by a competent person.

(b) Fire detection and fire safety equipment checks are recorded.

(c) Fire extinguishers are installed in accordance with the recommendations of the fire risk assessment.

(d) Emergency lighting is installed in accordance with the recommendations of the fire risk assessment.

(e) All emergency exits are marked on the premises plan.

Adequate first aid boxes will be maintained.

d) **The prevention of public nuisance:** All windows and doors to the premises shall remain closed when regulated entertainment is in operation.

A sound limiting device within the premises shall be installed to control amplified sound levels on the premises. The device shall be approved by and set to the Council's satisfaction and thereafter maintained for the duration of use.

Noise from pre-recorded music will be played at such a level to ensure that no nuisance is caused to any residential or noise sensitive premises.

When regulated entertainment is in operation the ingress/egress of patrons to and from the premises shall only be permitted via the lobbied doors located at the rear of the premises. These lobbied doors shall be operated in such a manner to ensure that noise leakage from the venue is minimized.

The designated smoking area shall be located within a fenced off area and monitored by a member of SIA security at all times.

When regulated entertainment is in operation there shall be no admittance or re-admittance of patrons to the venue after 0345hrs.

Door supervisors will ensure that patrons in the outside areas do not cause noise disturbance to nearby residents.

All refuse and bottles shall be disposed of in bins quietly so as not to disturb neighbours or local residents. There shall be no disposal of glass bottles outside between 2200 hours and 0800 hours.

Management will ensure that:

- After 10pm, security staff will be positioned at the entrance to encourage customers to queue, enter and leave the premises quietly.
- Notices will be displayed encouraging customers to respect our neighbours and leave quietly.
- All staff will be aware of the possibility of disturbance and will conduct their duties with this in mind.
- Customers will be encouraged to use licensed taxis and public transport to speed the clearance from the front of the premises.

Waste

- Adequate waste storage will be provided at site.

Other

- The use of pyrotechnics and fireworks will not be usual at the premises and will be used only after liaising with the relevant authorities

Winding Down Time

Down Lane Studios intends to cease the sale of alcohol at least 30 minutes prior to close. From this point, non-alcoholic drinks only will be served.

Any regulated entertainment will be planned to assist in the reduction of nuisance by continuing to such times as to make it easier for guests to disperse by means of public transport, thus clearing the surrounding area more quickly.

e) **The protection of children from harm:** Under 18s will only be permitted to attend events where the primary activity is NOT the sale of alcohol.

Where an event is to be held and under 18s are to be admitted, licensee will provide adequate numbers of adult staff to ensure the safety and well-being of the admitted children during an emergency. This ratio will be agreed upon after consulting with the Council's Child Protection Service.

Staff will monitor all areas to ensure that under-18s do not consume alcohol.

Where an event is to be held and under-18s will attend, the studios will not display any movie with a restriction above "U".

The management will accept the following forms of proof of age:

- A valid passport
- A photo driving licence
- A PASS Proof of Age Card

All operational management will hold a Personal Licence and will complete the necessary Criminal Records Bureau / Police checks.

All door security staff will hold an SIA Licence and will complete the necessary Criminal Records Bureau / Police checks.

All casual staff will be employed in line with UK employment law ensuring that their details are entered onto the premises central database system.

No children under the age of 18 shall be permitted on the premises without an adult to supervise. 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.

Staff will be fully trained in, and fully aware of, the law relating to sales of alcohol to those under the age of 18.

The Premises Licence Holder shall ensure that the premises shall adopt a Club ID scan or suitable equivalent which will be utilised as part of the conditions of entry after 2100 on any day when regulated entertainment is taking place where the venue closes after midnight. The Club ID scan or suitable equivalent shall require patrons seeking to enter to be subject to an entry process whereby a photograph must be taken, and in addition, fingerprints, documentation, or other means provided to enable identification of each patron to take place. The equipment must have suitable export method to enable copies of images to be downloaded and given to Police or Licensing Authority on request.

The Premises Licence Holder shall ensure that signage will be placed at the entrance to the premises which is clearly visible to inform customers 'No I.D. – no entry'.

## Declaration

I/we understand it is an offence, liable on conviction to a fine up to level 5 on the standard scale, under section 158 of the licensing act 2003, to make a false statement in or in connection with this application.

### **[Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership]**

I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).

The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate (please see note 15)

**Ticking this box indicates you have read and understood the above declaration** yes I agree

### **Declaration**

**Full name:** Stuart Glen

**Capacity:** Director/Applicant

**Date:** 2022-03-08

## Payment summary

**Amount:** £315.00

**Payment status:** successful

**Receipt number:** SMYAC00238799

**Authorisation code:** 010719

**Card type:** Visa Debit

ver2





Consent of individual to being specified as premises supervisor

STUART GLEN

I

*[full name of prospective premises supervisor]*

of



*[home address of prospective premises supervisor]*

hereby confirm that I give my consent to be specified as the designated premises supervisor in relation to the application for

A premises licence at 15-19 Garman Road

*[type of application]*

by

DL Space LTD

*[name of applicant]*

relating to a premises licence none

*[number of existing licence, if any]*

for

Units 5,6,7,8 & F1/2, 15-19 Garman Road, London N17 0UR

*[name and address of premises to which the application relates]*



and any premises licence to be granted or varied in respect of this application made by

DL Space LTD

---

*[name of applicant]*

concerning the supply of alcohol at

Units 5,6,7,8 & F1/2, 15-19 Garman Road, London N17 0UR

---

*[name and address of premises to which application relates]*

I also confirm that I am entitled to work in the United Kingdom and am applying for, intend to apply for or currently hold a personal licence, details of which I set out below.

Personal licence number

LBH-PER-N-1896

---

*[insert personal licence number, if any]*

Personal licence issuing authority

LONDON BOROUGH OF HACKNEY

---

*[insert name and address and telephone number of personal licence issuing authority, if any]*

Signed

A black rectangular box redacting the signature of the applicant.

Name (please print)

STUART GLEN

Date

07/03/2022

# Garman Road Project

## EMERGENCY FIRE EVACUATION PLAN

### Units 5,6,7,8& f1/2, 15-19 Garman Road N17 0UR

#### ON HEARING FIRE ALARM

*(Continuous two tone siren)*

Leave by the **nearest** exit

Do not delay your escape by collecting belongings

Do **not** use lifts

Go to the assembly point – The opposite side of Garman Road, in the Garman Rd car park

THE EVACUATION CONTROLLER IS the DUTY MANAGER or the HEAD of SECURITY

Do not re-enter the building until instructed to do so by the Evacuation Controller

#### ON DISCOVERING A FIRE

Immediately raise the alarm

Alert anyone nearby

Operate the nearest break glass call point

Leave the building by the **nearest** exit

Do not attempt to fight the fire unless you have been trained to do so

Report location of the fire to the first radio holder you see on your way out

Do not re-enter the building until instructed to do so by The Evacuation Controller

**When calling the emergency services state clearly you require the "FIRE" service and that the fire is at:**

**15-19 Garman Road, Tottenham,  
N17 0UR**

## EVACUATION PROCEDURE

### Summoning Assistance.

On activation of the fire alarm the Evacuation Controller will give the radio call **“MR SANDS IS IN THE BUILDING”** repeated three times slowly and clearly, from this point on all radio holders should maintain radio silence and await further instruction from the EC or Duty Manager. Once the Mr Sands radio call has been made the duty manager should check the alarm panel/s (located on the east wall of unit 7 and unit 8), the DM will forward the location of the alarm activation to the EC and will attend the location and if safe to do so investigate the indicated location to determine if there is a fire. If the Duty Manager fails to identify a false alarm within 3 minutes or radio contact is lost between the DM & EC the EC should initiate a full evacuation. If a fire is discovered or it is not possible to safely confirm that there is no fire the Duty Manager will call for a full evacuation on the two way radio system.

During the 3 minute investigation period all radio holders should ensure that all other staff are aware of the Mr Sands incident and are preparing for a full evacuation.

A full evacuation will be initiated by the radio call **“FULL EVACUATION, FULL EVACUATION, FULL EVACUATION”** this call should be calm and clear, repeated at 10 second intervals by the EC to allow time for feedback from radio holders inside the building.

When a full evacuation is called all activities will cease, house lights should be switched on throughout & all entertainment be stopped, all in house staff should begin to assist in the clearance of the site by taking up their role as Fire Marshals.

Once the decision has been made to call a full evacuation or the 3 minute investigation time has expired it will be the responsibility of the EC or DM to contact the fire brigade. 999 should be called & the fire service requested,

**Confirmation should indicate that the Fire Service should attend**

**15-19 Garman Road, Tottenham, N17  
OUR**

### The Role of Designated Persons

At Garman Road the designated persons will be comprised of any staff who are working directly for Garman Road. All staff will receive fire awareness and evacuation training on their first day at work, they will then form part of the Fire Marshals team in conjunction with the sia security team.

### Role of Evacuation Controller

The Evacuation Controller (EC) will be a senior member of the management Team (The Duty Manager or Head of Event Security) with sufficient knowledge of the premises to advise the fire service on best access routes to the incident and of any significant hazards in the building. The EC will be the main contact point for the attending fire service.

The EC will receive and note reports of areas evacuated from designated persons; people remaining in the building (for whatever reason); location, evacuation route and any assistance required for any disabled occupants; any injuries or any other relevant information to be conveyed to the fire service.

When a full evacuation is underway and/or the fire brigade have been called the EC will put on a high visibility tabard, The EC will go to the front gate on Garman Rd. On the arrival of the fire service EC will make contact with the officer in charge to relay any relevant information.

## **Role of Fire Marshals**

Fire Marshals will be all members of Garman Road staff and any site front of house team. Their role is to guide occupants to the assembly point and to keep fire brigade access routes clear. They will also relay relevant information to the EC as necessary.

In the event of a fire alarm they will put on high visibility tabards and take up predetermined marshalling duties.

## **Communications**

Designated Persons & Fire Marshals must relay any relevant information passed to them to the EC. All two way radio holders must maintain radio silence to allow the EC/Duty Manager to coordinate the evacuation, they should however listen to the radio carefully for instructions and may respond if addressed directly by the EC or Duty Manager. During an evacuation radio requests may be made to locations from either the EC or Duty Manager when looking for information, e.g. "any radio holder in the reception area please respond". When responding to a radio call remember to stay calm and speak slowly & clearly.

The exception to the radio silence rule is that any radio holder can contact the EC in the event of them having important new information about the fire/evacuation situation. An example of this is that a radio holder attempting to exit the building finds a fire in a fire exit route, in this instance they should double back and attempt to prevent anyone else using the route, ensuring that they are moving away from danger throughout. Only after they have reached a place of safety should they call in the information. The radio holder should attempt to remain calm, speak slowly and clearly identifying the location and delivering the information as concisely as possible during a break in the repeated full evacuation message, for example "EC, THERE IS A FIRE IN UNIT 8 BY THE REAR FIRE EXIT, THIS ROUTE IS UNSAFE, COPY MESSAGE?" . The radio holder should continue to make their way to an alternative escape route, directing others away from the danger where possible.

### FIRE MARSHAL TASK LIST

1. **Routine Activities:** Make regular checks on the fire safety provisions with their designated area. To ensure the following are in place:
  - Fire exits and escape routes are clear of obstructions and fire exit doors are free to open.
  - Fire doors are kept shut or are held open by automatically released or easily removable devices.
  - Fire extinguishers are in place with tamper proof seal intact
  - Fire extinguishers have been serviced within the last 12 months.
  - New members of staff are given fire safety information as part of their induction.
2. **Non-Routine Activities:** In the event of a fire alarm:
  - Remind all occupants in the Fire Marshals designated area to leave the building, indicating the nearest fire exit.
  - Conduct a sweep search of their area to ensure that no one is left, particularly in areas such as toilets & store rooms.
  - Report that their area is clear, or not, to the Evacuation Controller.
  - Assist in guiding visitors and event attendees to the meeting point on the opposite side of Garman Road in the car park to the south end of the street, this includes keeping them off the road and on the sidewalk to allow access for emergency vehicles.

#### Notes.

- a) All Fire Marshals must receive fire training at the start of their first shift.
- b) Fire Marshals will put on high viz tabards in an evacuation situation.

### Fire Alarm Failure - Contingency Plans

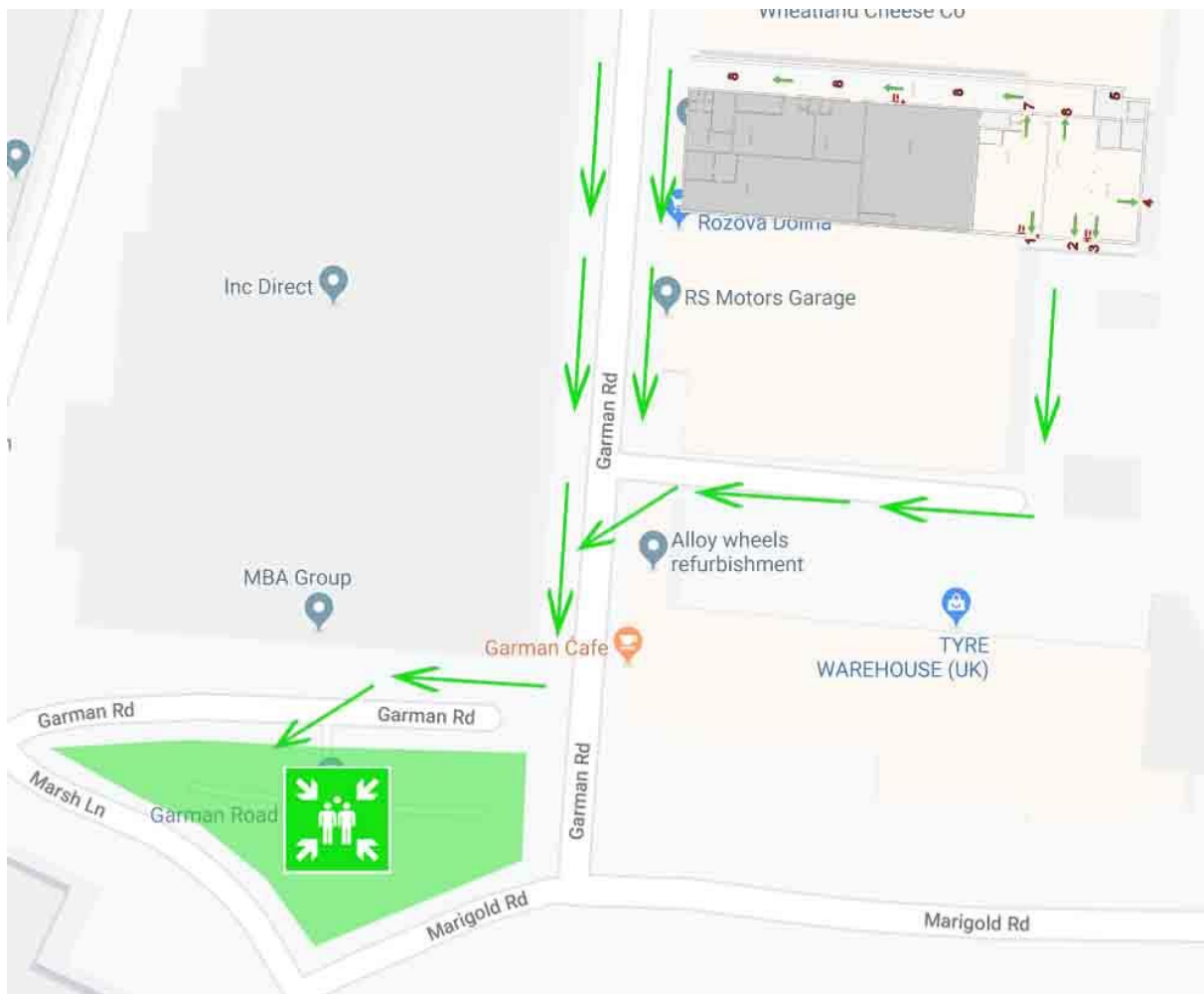
Occupants of any building must always be made aware of fire in the building. If a fault on the fire alarm system prevents this, a **contingency plan** must be put in place. This is the responsibility of the venue management. Options that will be considered by the team are initiating a fire watch with temporary fire alarms/loud hailer, closing affected part of the building or as a last resort closing the whole building. All contingency plans will be subject to dynamic risk assessment by the venue managers.

### Training.

All staff must be given a basic fire safety induction on their first day of work at the event space.

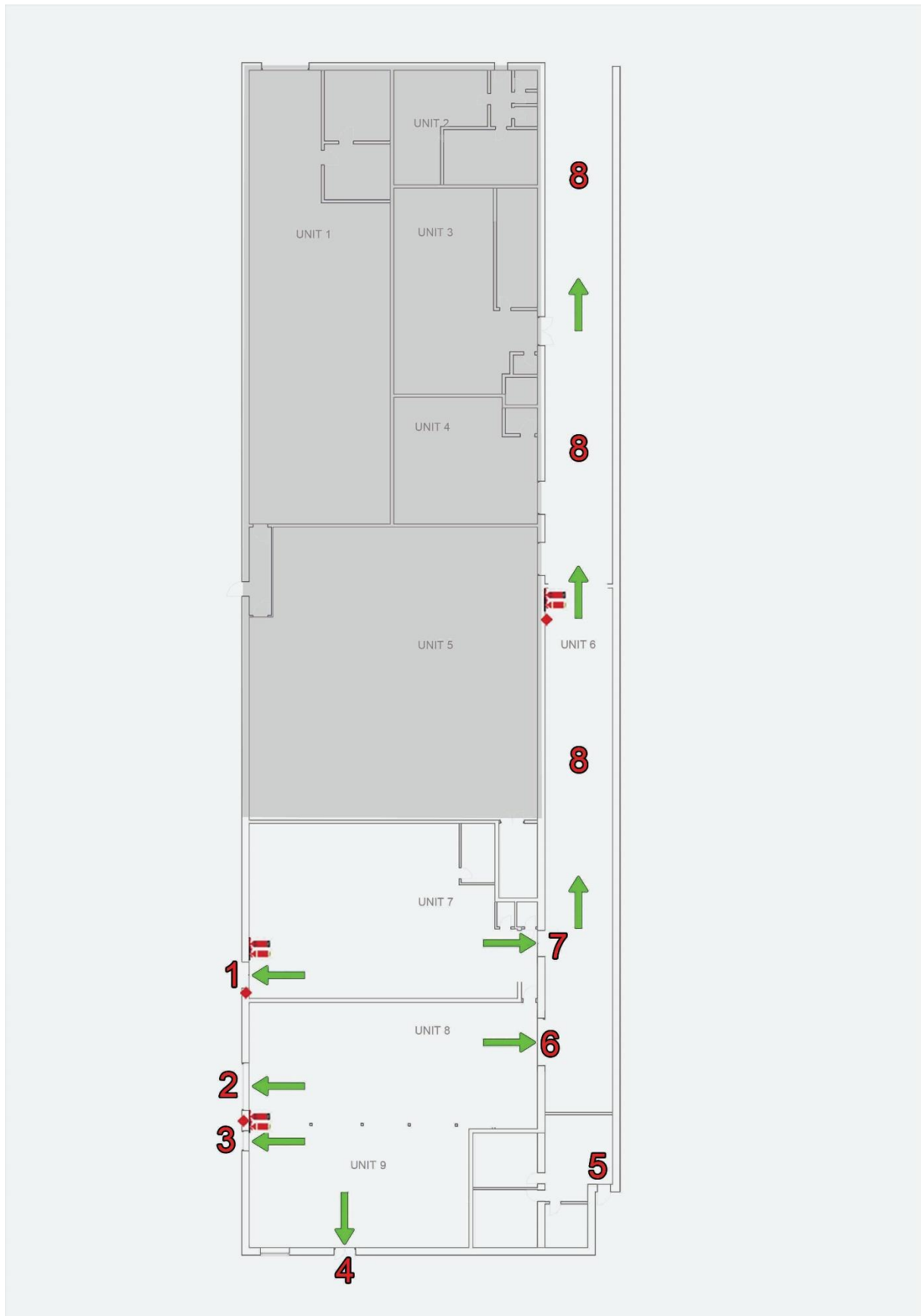
A fire evacuation drill should be carried out at least once every six months.

The following map shows the location of the meeting point and the fire evacuation routes around the building



The following floor plans show the locations of Manual Call Points (MCP indicated by red diamonds) and Fire Fighting Equipment (FFE) within Garman Road, there should also be a MCP and a pair of fire extinguishers located by each other emergency/final exit in the larger Garman building.

Ground floor Garman Road

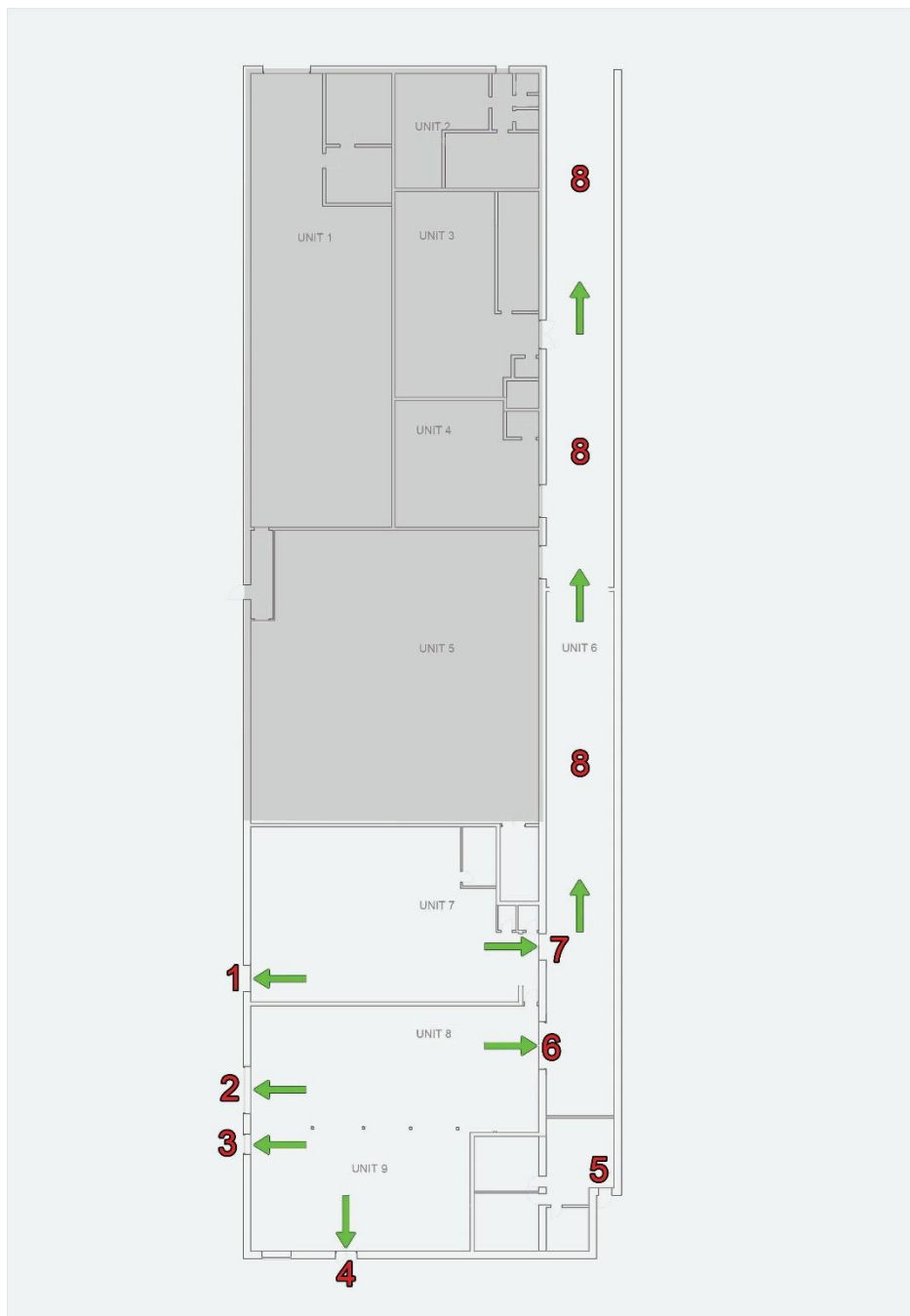




### Capacities Calculations

This section outlines the safe exit capacity based on the division of the premises into three zones, Unit 7, Unit 8 & Unit 6, calculations are based on the final exit width and suitability of escape route. It is worth noting that the final design for the licenced premises has not yet been decided on and these calculations are based on our previous use of the premises for temporary events. Once the licence has been granted we will incorporate unit 5 and the adjacent units F1&2 shown in the redline plan. All new capacity and exit calculations will be presented to LFB for approval before any operational change to capacity is made. With this in mind it is expected that the capacity will be 800 in the initial stages, potentially raising to 900 after remedial works and approval.

The calculations below show the maximum safe capacities for the zones by final exit width. For reference I have also calculated the occupancy by floor space at a capacity of 2ppl per m2 as it is undecided on the positioning of infrastructure such as stages and bar facilities.



**Door widths are as follows:**

**Door 1 – 1300mm**

**Door 2 – 2970mm**

**Door 3 – no longer accessible**

**Door 4 – no longer accessible**

**Door 5 -no longer accessible**

**Door 6 – internal – 2500mm**

**Door 7 – internal – 1600mm**

**Alleyway 8 – 3875mm**

**Unit 7**

Current Capacity: 260 persons

Based on limitation of smallest width exit no.1 1300mm (260 people) v floor space as provided by the landlord is 184.6sqm at .3mpp giving a potential occupancy of 615 before reductions for facilities and services.

**Unit 8**

Current Capacity: 456 persons

Based on limitation of smallest width exit no.6 2500mm (500 people) v the floor space as provided by landlord is 136.9sqm at .3mpp, giving a potential maximum occupancy of 456 before reductions for facilities and services.

**Unit 6 – Exit 8 on the plan**

Unit 6 will be a fire exit route; it has a width of 3875mm and as such allows for 775 people to combine flows and leave through the north side of the building.

**Unit 5 & F1&2**

At present the internal layout of the space is undecided, we will need to add WC's, bars, store rooms, welfare and treatments rooms, additional exit routes, offices etc. This will be a large investment for the business which we will undertake once the licence is granted, in the interim we expect to use these areas to host temporary installs of the facilities mentioned and will maintain the overall capacity at 800 until new plans have been drawn up and agreed with LFB.

Total combined building capacity, 800people.

Exit width capacities are derived using the formula 5mm per person for widths over 1100mm. This is taken from table 4 Widths of escape routes and exits from section B1 of the building regulations 2010 Fire Safety Approved Document B Volume 2 – Buildings other than dwellinghouses (copied below)

Table 4 Widths of escape routes and exits	
Maximum number of persons	Minimum width mm <sup>(1)</sup> (2) (3)
60	750 <sup>(4)</sup>
110	850
220	1050
More than 220	5 per person <sup>(5)</sup>

**Notes:**

1. Refer to Appendix C on methods of measurement.
2. In order to follow the guidance in the Approved Document to Part M the widths given in the table may need to be increased.
3. Widths less than 1050mm should not be interpolated.
4. May be reduced to 530mm for gangways between fixed storage racking, other than in public areas of Purpose Group 4 (shop and commercial).
5. 5mm/person does not apply to an opening serving less than 220 persons.

At Present the building is in good repair and has a sound structure with walls comprised mainly of brick and the roof supported by a steel framework. There is already a fire alarm throughout with some fire fighting equipment on site, once the final event layout is decided additional FFE will be purchased as per the requirements identified at that time.

It is expected that the building will require some remedial works to bring it to the standard we would like to operate to, any alterations made will be largely cosmetic or functional, for example improving fire routes. All minor works we propose to undertake will be made under the advice of our architects and independent building control advisor.

A site visit is highly recommended in order for you to be able to get a feel for the proposed project.

## **Crowd control and Entry arrangements**

This section details the entry arrangements and crowd control for queuing and any action to be taken in an evacuation situation.

Any area to be used as an entry point is to be staffed by a minimum of 2 security at all times in order to have sufficient staff to clear the area of queueing customers and crowd control barriers in an evacuation and will be staffed with extra as required to quickly and efficiently process any access queue. The queuing system will be made up of sections of tensa barrier and lo-ped barrier. The security team are instructed to release the tensa barrier and move the posts in the event of a potential emergency evacuation. They are also instructed to move any queuing guests to the muster point across the street in the car park on the opposite side of Garman road.

As the site has multiple areas that can be used for events there is no single set up that suits every occasion, a simple access statement for the site is as follows:

Access to the site will be arranged to ensure good crowd control at any chosen entry point, a combination of lo ped barriers and tensa barrier will be deployed as required to ensure the best crowd control possible. There will be sufficient security at the access point to ensure that any crowd control devices can be removed and any queue cleared in the event of an emergency evacuation.

Set up of each entry system will be by ongoing dynamic risk assessment of the requirements of each event and is likely to change throughout each event, assessments will be made by the venue management and the head of SIA door security team.

Our security team, Twinings, have experience of running large scale events and have been our security team for over two years on the cause project at Ashley road, they are also the lead supplier to Winter Wonderland in Hyde park, it is generally expected that the primary decision on access set up will be made by them.

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# Down Lane Studios - Managers fire training Brief

(to be used in conjunction with evacuation plan)

- Go over the fire evac procedure and meeting point details explaining the role of evac controller and the importance of the fire signing in sheet.
- Show the trainee around the site, clearly showing fire exit doors, manual call points and extinguishers.
- It is important that each new employee is told that all final exit fire doors must be unlocked at the start to each trading session.
- Cover **M.O.P.** the priorities in a fire evac situation, look after **MYSELF**, **OTHERS** and then **POSSESSIONS**. Always make sure you are safe, never put yourself into a situation that is more dangerous than the one you are in now, never walk towards smoke or fire, only use extinguishers if you have been trained and remember **M.O.P.**
- Upon hearing the Fire Alarm you prepare to take up designated marshal duties
- Upon hearing the Evacuation call "**FULL EVACUATION**" you should begin evacuation immediately.
- Put on a Hi-Viz vest located in each area of work, this will instantly give you more authority in the eyes of patrons.
- Exit the space via the nearest fire escape, guiding patrons as you go.
- Do not delay your escape by collecting belongings.
- Listen to any instructions given to you by the security team, radio holders or your manager.
- Make your way to the meeting point as quickly as possible.  
Remain calm, when exiting the building assume the role of Fire Marshal & direct customers in a calm but firm manner, you know the site better than them and can show them the quickest route out. "This is an evacuation, this way to the nearest exit" is a useful phrase. You should repeat this message to patrons three times, if they refuse to exit with you move on to the next patrons on your route out, remember the location and number of any patrons who refuse to leave so that you can inform the Evacuation Controller once clear of the premises. Do not use the word fire.

If you discover a fire:

- **Do not panic – All radio holders switch to channel 1 (security channel)**
- **Operate the nearest manual call point & inform the nearest radio holder/member of the security team.**
- **Only tackle the fire if you are sure you are able to and have received training, ensuring you are not in any way at risk.**

Go over Fire Marshal tasks, there are High Viz Vests for staff to put on to assist in clearing the venue.

## FIRE MARSHAL TASK LIST

1. **Routine Activities:** Make regular checks on the fire safety provisions with their designated area.  
To ensure the following are in place:
    - Fire exits and escape routes are clear of obstructions and fire exit doors are free to open.
    - Fire doors are kept shut or are held open by automatically released or easily removable devices.
    - Fire extinguishers are in place with tamper proof seal intact
    - Fire extinguishers have been serviced within the last 12 months.
    - New members of staff are given fire safety information as part of their induction.
  2. **Non-Routine Activities:** In the event of a fire alarm:
    - Remind all occupants in the Fire Marshals designated area to leave the building, indicating the nearest fire exit.
    - Conduct a sweep search of their area to ensure that no one is left, particularly in areas such as toilets & store rooms.
    - Report that their area is clear, or not, to the Evacuation Controller.
    - Assist in guiding visitors and event attendees to the meeting point on the opposite side of Ashley Road, this includes keeping them off the road and on the sidewalk to allow access for emergency vehicles.
- Any Questions?

[illegible]

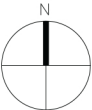
*Fire Procedure & Evacuation Staff Training Record Page.....of.....*

[illegible]

[illegible]



2. DO NOT SCALE. WORK TO FIGURED DIMENSIONS ONLY. ALL DIMENSIONS TO BE CHECKED ON SITE.



A	XXXX	EH	00/00/15
REV:	DESCRIPTION:	BY:	DATE:
STATUS: REDLINE PLAN			
PRODUCED IN HOUSE FROM LANDLORDS SITE PLANS			
CLIENT: THE CAUSE			
ARCHITECT:			
PROJECT: THE CAUSE INTERIM GARMAN ROAD			
TITLE:			
SCALE AT A1:	DATE:	DRAWN:	CHECKED:
1:100	04/03/2022	RR	RR
PROJECT NO:	DRAWING NO:	REVISION:	
		1	

UNIT 6  
168.4 sqm

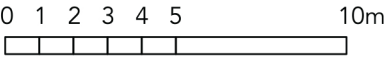
UNIT 5  
342.1 sqm

UNIT 7  
184.6 sqm

UNIT 8  
136.9 sqm

UNIT F2  
93.4 sqm

UNIT F1  
97.1 sqm



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# THE CAUSE STAFF TRAINING HANDBOOK

Managing Director/ D.P.S. – The Cause: Stuart Glen –

Licensing / Compliance / Health & Safety Rhys Rose –

Operations Manager – Daniel Jones –

Venue Manager – Ellie Brudenell –

HR & Payroll

## **Introduction**

Welcome to The Cause where you are part of a team that shares the goal of ensuring our customers have a great experience.

The handbook will provide all new members of staff, with an understanding of what we expect of you as part of our team, the handbook will also always be available in a folder the bar if you ever need a reminder of your training. It is intended to answer questions that might arise, covers some essential safety information and will help you understand how we operate.

We are committed to your training and the information in this handbook will help you on your way through our training and development programme. The training you will receive will make your job easier, help overcome any initial worries and make you an effective part of the team.

Once you have read and understood this handbook you will be required to complete the employee training complete form in the online staff portal or on paper with a member of the management team. This must be completed within two weeks of your employment date and is made up of questions that you must answer to demonstrate that you have read and understood the handbook followed by a number of statements that confirm you have been trained in key areas and are happy with the training. The record of the training complete form will be kept in your personal file.

The handbook will not answer all the questions you will have; learning whilst you work will be an important part of your development. It is important that if you are in a situation that has not been covered here, are presented with a task that have not been trained for or you are faced with a problem you do not feel happy dealing with that you ask for help. Your Supervisors and Managers are here to assist you at all times and you won't be judged for asking questions.

Have fun, work hard

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## **1 Understanding where you are**

### ***1.1 The Customer & your behaviour***

Customers at our venue are made up mostly of people like yourselves; they want good customer service and it's our job to give it to them!

#### **Positive & Professional**

The first point of customer contact is the most important place to show professionalism and positivity, obviously a warm welcome can make a big difference to a night out. Treat everybody efficiently and equally, there is no room for favours to friends and chatting anybody up. All shifts will bring you into contact with customers and it is also important that we have a consistently positive approach.

More often than not customers will reflect the image they perceive of you in their behaviour. If your body language is negative you will unwittingly encourage a negative response. We will expect you to sound good, look good & acknowledge people.

#### **Be Helpful**

Customers will come and ask you for help or assistance, as they will identify you as someone who can offer it. Always make sure

you know what is going on and when/where things are and where further assistance can be found. Ask questions.

**“I don’t know” is not a good response.**

If you cannot help someone refer them to someone that can, never just cut people off.

**Difficulties**

If you are dealing with a customer who is being difficult in any way, you should act assertively, never aggressively.

Should you have customers that wish to make a complaint, please refer them directly to your Supervisor/Manager, who should be able to resolve it. Should the customer wish to make a formal complaint, offer them the email address [info@costadeltottenham.co.uk](mailto:info@costadeltottenham.co.uk) whereby the Management will follow complaints up to a resolution.

We do not tolerate any form of abusive behaviour directed towards any member of staff or customer. If any person is rude, abusive or acts in an inappropriate manner towards you or anyone else in any way, find your Supervisor/Manager immediately and let them know.

It is unacceptable to get in arguments, behave aggressively or be rude to a customer or another member of the team - regardless of what they say. You are a professional.

**1.2 The Venues**

Whether you spend time at The Cause, Northside or any future sites it is important that you get to know get to know the venues well. You will be expected to be able to provide basic information to customers such as room names, toilet facilities, entry and exit points, security locations, welfare areas and smoking area etc. You will be expected to know this information for any space you are working in.

## **2 Important Information**

### ***2.1 Your Contract of Employment***

All staff, whether they be full or part-time, will be issued with a contract stating the terms and conditions of their employment. This will be emailed and will usually come directly from our HR Department on the email address [work@costadelottottenham.co.uk](mailto:work@costadelottottenham.co.uk)

If you wish to stop working for us, you will be required to give the notice detailed in your employment contract, and to give back your uniform shirt. Failure to hand back your uniform may result in the cost being deducted from your final pay.

### ***2.2 Payroll Arrangements***

All staff are paid by monthly BACS payment. Payment is usually made on or around the 5<sup>th</sup> of each month and the payment will be for the calendar month preceding the payroll date. Payslips and other important payment information, such as your P60, will be sent to your email address, so please ensure it is kept up to date.

Signing in for work is done using the Deputy app on your phone, more about the app later. Failure to sign in and out correctly may lead to problems with your pay, so please ensure you sign in and out every time you work.

In the event of a fire, the signing in system is used to check that no one is left in the building, so failure to accurately sign in or out could endanger lives.

### ***2.3 Personal Details***

We need to have accurate details of your name, address and telephone number, in case you need to be contacted. You will be asked to fill out a form with these and other details as part of your induction. If any of your personal details change let us know

immediately by emailing [REDACTED] and updating your profile in the deputy app.

## ***2.4 Confidential Information***

You must not use for your own benefit or gain, divulge to any person(s), firm, company or other organisation, any confidential information belonging to DL Space Ltd or relating to their affairs or dealings.

## ***2.5 Staff Shift system & Rota***

It is extremely important that you know when you are expected to be at work, i.e. – when your shifts are. We will expect you to know when, where, what time and what you are doing.

The Staff Rota is completed weekly using the Deputy app, you will need to download the app and accept the invitation to join it. The Deputy download links to the apple store and google play can be found at <https://www.deputy.com/gb/mobile>. Please ask for help if you are having any problems with this.

Shifts are allocated using the deputy availability system. We will ask you to provide details of when you are available to work through the Deputy app, and will allocate shifts based on this availability. We aim to provide shifts at least a week ahead. We will always endeavour to be as flexible as possible, and will always try and fulfil any requests; in return we ask that you be flexible at times and assist each other in covering shifts (you never know when you might need to ask for help with shifts, so try to be understanding if you are asked for help).

Once you have been allocated a shift, that shift then becomes your responsibility. If you are unable to work a shift that you have been allocated you should inform a member of the management team as soon as possible and try to find somebody else to cover it. If you cannot find cover, you will be expected to work.

## **2.6 Attendance**

If it is impossible for you to get to a shift at the right time, use the phone and let your manager know when you will arrive. Punctuality is expected, remember that the time specified on the rota is when your shift starts, not the time you are expected to arrive. We recommend planning to arrive 15 minutes before your scheduled shift time. Persistent lateness or unreliability will result in disciplinary action and possibly having your shifts cut.

Attendance is also required at staff meetings and training sessions, we try to keep these to a minimum and will do our best to give you plenty of notice of meetings and training. Staff meetings are your chance to give feedback and influence how we operate, this is why your attendance is required, appreciated and also we'll do our best to make it rewarding.

## **2.7 Sickness**

If you are ill and are unable to work, please phone us as soon as possible to let us know so that cover can be arranged. If you feel ill during the day do not leave it until the last minute to let us know you won't be there for a shift in an hour! You **MUST** call as soon as you feel unwell and let us know, that way we can try to find cover and allow you time to recover.

## **2.8 Standard of Dress**

Staff shirts are issued to all members of staff when you start. You are responsible for your shirts; this includes the washing and ironing of it. The uniform must be returned on your final day of work. Failure to do so may see the cost of the shirts deducted from your final pay. They must be worn whilst on duty and must be clean, tidy and ironed. You are expected to provide your own bottoms. These may be smart casual, e.g. dark trousers or dark jeans (if you are working an event with a dress code then trousers must be worn). You are encouraged to wear fancy dress when

appropriate, but please remember you must still be able to work comfortably!!

Long hair must be tied back.

Staff T shirts must never be worn when not on duty.

You will be expected to wear sensible shoes for working in most areas, do not wear any shoes with open toes, slippery soles, or loose laces.

If you are loading equipment, moving barrels or other heavy objects you must wear protective shoes.

## ***2.9 Personal Property***

Do not keep personal property in work areas, it is insecure and could cause a hazard. Any property found behind the bar will be removed. There is space provided in the staff room at the cause for you to store your bags and coats whilst on shift. If you are not happy with this level of security speak to your Supervisor/Manager and they will lock valuables away for you until you finish work.

## ***2.10 Company Property, Facilities and Equipment***

Property must be used with due care and consideration. Breakages from misuse are unacceptable and may present operational difficulties as well as the cost of repair. Nothing may be removed from the premises.

## ***2.12 Use of the Telephone***

Use of the telephone whilst on shift is prohibited without explicit permission of your Supervisor/Manager and should be limited to breaks. Mobile phones these days can be very expensive and we are happy for you to keep you phone on you when you work but it must be in silent or airplane mode, incoming messages on social media are not a valid reason for you to stop what you are doing. We accept that in certain extenuating circumstances you may need

to have your phone on for contact, if this is the case please inform your Supervisor/Manager and give the reason. You should never leave your area of work unattended to answer your phone, even after being given permission to keep your phone on for an extenuating reason.

### **2.13 Breaks**

If you work for a period of 6 or more hours you will be entitled to a 20 minutes unpaid break. Cigarette breaks should be included within these times only. Your manager will ensure you are able to take your breaks at appropriate times; if you have specific requests, please make them at the start of your shift. Do not wander off and take your break without permission!

### **2.14 Smoking**

The law requires that there is no smoking indoors in any place of work, signage is up around the venues, if you see someone smoking inside report it to a member of security or your manager.

## **3. Health & Safety**

### ***Health and Safety at Work Act (HASAW)***

The Health & Safety at Work Act states that both we as your employer and you as our employee have legal responsibilities. It is designed to protect both you and us.

#### **3.1 Your Responsibilities as an Employee**

- Take care of your health and safety whilst at work.
- Take care of the health and safety of others at work.
- Co-operate with us to reduce risks
- Not to interfere with, misuse or damage anything that is provided for health & safety purposes.

### **3.2 Our Responsibilities as your Employer**

- Provide and maintain premises, equipment and systems of work, which are safe and healthy. e.g. Earplugs.
- Make arrangements for the safe handling, storage and transport of stock and other substances (including chemicals).
- Provide information, training and supervision.
- Provide a health and safety policy statement.

We must also ensure that our work activities do not put visitors and the public at unnecessary risk.

### **3.3 Manual Handling (Lifting & Moving)**

Every year over a third of reported accidents result from moving, lifting or carrying things at work. The damage you can do to your back can be severe and precautions should always be taken.

#### **Initial Precautions**

If at all possible use something to take the strain – sack truck, trolley, the lift, a box on wheels.

Wear protective shoes when moving heavy objects.

Make the object lighter.

#### **Plan the lift**

How heavy, hot, cold or unstable is the object?

Is the route clear of obstructions?

Is there enough space, light and grip?

#### **Lift**

Share the load, count into the lift.



Feet apart, one leg forward, weight evenly spread

Carefully select a grip, keeping heaviest part of load closest to you

Lift with your legs, slowly bending your knees, keeping your back straight

Keep your shoulders level, bring the object up to waist height

Move your feet only (don't twist), make sure you can see where you are going

Lower the load in the same way as you picked it up, taking care of your fingers and toes, only reposition the load after putting it down

Never lift something that is uncomfortable or feels too heavy for you, it is ok to ask for assistance

### ***3.4 Slips & Falls***

Slips and falls cause 20% of accidents; the consequences of a fall, even to young people can be serious.

Common Causes:

- Poor cleaning - wet or greasy floors
- Poor housekeeping - rubbish left on floors
- Spillages - water, beer or food.

Remember:

- Clean up any spillage immediately
- Ensure that warning signs are put in these areas

### **3.5 Hazardous Substances (COSHH)**

#### **What Is COSHH?**

The Control of Substances Hazardous to Health are regulations that have been brought in protect everyone from potentially hazardous chemicals at work, these include: beer line cleaner, smoke machine fluid, glass washer chemicals and even washing up liquid.

#### **How can I be exposed?**

Through the inhalation of vapours, contact with skin, splashes to eyes or ingestion. Incorrect use of a chemical could significantly increase your risk you could face, whereas following simple precautions will minimise any risk.

- Identify the substance – label on a container, data sheet in the store cupboard and then assess the risk of using it.
- Never mix substances or store them in anything other than its original container
- Use protective equipment where necessary – gloves, eye protection
- Store chemicals in the cupboard in the store room

Report any ill effects after using chemicals immediately, be sure you know where the data sheets are if first aid or hospital treatment is needed

Warning symbols to look for:



**Toxic:** Cause death or chronic damage to health, take extra precautions



**Corrosive:** Destroys skin on contact



**Harmful:** Treat as toxic

**Irritant:** Can cause problems through repeated or prolonged contact

### ***3.6 Accidents & First Aid at Work***

#### **Minor Injuries to Staff**

If you sustain a minor injury at work of the sort that you would normally attend to yourself at home, then you may wash your hands and apply a small-sterilised dressing from the first aid kits. No matter how small, all accidents must be reported to your manager and be recorded in the incident book held either at the front door or by your manager. If an accident is any more serious you need a first aider or emergency services, again this is to be recorded on an incident record form.

Hand wash is available in the bar.

#### **First Aiders**

Your manager is your contact for the provision of first aid.

#### **Accidents Involving Staff or Customers**

On discovering or being told of an accident some simple procedures can in the long run save a lot of pain and possibly a life. The seriousness of an accident should immediately be assessed and help called for straight away. Inform a manager, supervisor or member of security immediately.

#### **Do not panic or do anything reckless**

First aid kits are situated at the bar and with the security team at the front door (make sure you know where they are).

Try to assimilate the circumstances of the accident from witnesses or anyone else involved, keep it clear and simple - don't make assumptions.

If somebody is hurt let him or her have plenty of space (stop people from crowding round), and if they can walk get them to the front door to recover.

**Remember: remain calm; act quickly, if in any doubt call 999**

If you cut yourself: Contact appointed First Aider for suitable dressing.

If a customer cuts themselves:

Act as above, but be sure that you are wearing protective disposable gloves. Do not let anyone else touch this spilled blood. If applying a dressing, keep these gloves on. Dispose of all items, in a separate bin bag.

If required to clear vomit, or urine, protect yourself again by wearing gloves.

### ***3.7 Fire safety***

#### **On Discovering a Fire**

On discovering a fire, immediately raise the alarm by activating a break glass.

Never attempt to tackle a fire. Raise the alarm immediately.

#### **On Hearing the Fire Alarm**

On hearing the fire alarm immediately evacuate the building by the nearest exit route. Leave the building swiftly and orderly, never stop to collect any belongings.

Everyone must leave the studios this will include Customers, Performers, Models, staff and finally security. The Kitchen/bar will

close immediately, make sure the tills are closed and locked off. Security and managers will oversee the evacuation of customers before leaving themselves.

If working on the kitchen/bar, follow the instructions of your Manager.

If you are working on the technical crew, ensure all the music has stopped before leaving. Turn off any smoke or haze.

The meeting point for all staff, once they have left the studios is on the opposite side of Ashley road to the main gate, you will receive fire training on your first shift and a record of this training will be kept on site. Once you are outside report to the Evacuation Controller or Duty manager (senior member of front of house staff wearing a high viz with the fire clipboard) who will take a role call of all staff, then proceed to the meeting point.

The Cause is capable of being emptied quickly (within a few minutes) and safely if everyone remains calm and moves immediately. As crew and staff, you are a role model to other customers and you should act promptly.

On being given the all clear, all the staff will be readmitted to the studios by the front doors, in order to set up for the return of the customers.

## **Fire prevention**

A fire needs three ingredients:

oxygen – heat – fuel

Remove any one of these and the fire will go out!

Reduce the risk of fire:

- Don't leave rubbish lying around
- Don't store combustible material on electrical appliances
- When emptying ashtrays make sure they do not contain anything that is still alight
- Don't use electrical equipment that is faulty

## **Fire Extinguishers.**

**WATER** - Works by cooling the fire.

Used on paper, wood, cardboard and fabric

Do not use on fat or electrical fires

Positioned behind bars, outside cloakrooms

**CO2** - Works by smothering the fire with gas.

Used on electrical fires

Do not use on fat fires

Positioned in DJ booths, by cloakrooms

**DRY POWDER** - Works by smothering the fire with a blanket of powder. Used on electrical and fat fires

Positioned in the kitchen

From January 1st 1997 all new extinguishers will be red so if you ever need to use an extinguisher make sure that it is the correct one, the labels are colour coded.

## **3.8 Noise**

### **Why bother about noise?**

Sounds and noises, if too loud, can permanently damage your hearing. The danger depends on how loud the noise is and how long you are exposed to it. The damage builds up gradually and you may not notice changes from one day to another, but once the damage is done, there is no cure.

There are two main action levels, measured in dB (decibels)

**80 dB - First action level.** This will cover every public area and behind the bars when the studios is busy. There will be some risk to hearing and you can use the earplugs supplied if you wish, but you are not required to do so. You should inform your manager if you think your hearing is being affected.

**85 dB - Second action level.** This is actually twice as loud as the

first action level and will be where the music is loudest, i.e. on the dance floor, in the DJ booth, on and around the stage areas. You have a duty to use the earplugs provided and we can require you to wear earplugs. Also, we provide a quiet rest area for you to go to on your break so that you are not exposed to noise constantly.

**I find the earplugs are hard to use and don't make much difference?**

You must make sure that you insert the earplugs correctly. Follow the instructions on the packet. Ask for help from a manager if you are not sure.

**Don't they stop us from hearing the customer?**

No. The earplugs act as attenuators and cut a few decibels off the sound level that you are exposed to – they do not stop you hearing. If anything, they will protect you from customers shouting loudly directly into your ear. They take away all the 'extra' noise, you are still able to hear the music, hear customers and have a good time.

On our part, we try to control noise at work. The best way to reduce exposure to noise is to turn the volume down and we set the sound levels to peak well below maximum. It is stressful to be exposed to constant uncontrolled noise, especially when trying to concentrate. However, we are in the business of late night entertainment where music is expected to be loud by our customers, so the bars, stage, DJ booth and other public areas are designated noisy areas. A balance has to be struck between a high sound level for the public and a controlled level for the staff.

The Control of Noise at Work Act (2005) means that we, as your employer, are obliged to look out for your hearing when you are at work. This means that during very loud events we may insist that you wear hearing protection; otherwise you will not be able to work. If you have trouble wearing the earplugs provided, or find them uncomfortable, you must speak with a Manager before you are exposed to high volumes.

Remember that for ear protection to be effective, you should use it for all of the time that you are exposed. It only takes one unprotected exposure to do the damage.

## **4. Licensing**

Under the Licensing Act 2003, we require a licence allowing us to operate as both an entertainment venue and to sell intoxicating liquor. The licence is essential to our operation and without it we would be in breach of the law. It is therefore essential that we protect our licence to the full. As a member of our staff we will expect you to adhere to the rules of the studios and encourage others to. We cannot afford to risk our licence and your support in its protection is important. This does not mean that you have to have any in depth knowledge of it but just to understand why we have to have such rules.

### ***4.1 Premises Licence***

The Cause has a licence issued by the local Borough Council and allows us to open as an entertainments venue at the times stated & sell alcohol, providing it has been authorised by a Personal Licence Holder. The licence governs times that we can carry out a variety of licensable activities. The council take into consideration many other factors in granting the licence, including how we will help prevent crime and disorder, how we will protect public safety, prevent public nuisance and protect children from harm. If we breach any conditions they lay upon us we can lose our licence, be fined up to £20,000 and risk up to six months in jail.

The contact details of the designated premises supervisor and licensee are clearly displayed at front door.

### ***4.2 Personal Licence Holders***

All sales of intoxicating liquor must be authorised by someone who holds a personal licence. Your D.P.S./Manager holds personal licence. Actual opening times will depend on the event.

## **Under Age Drinking**

It is illegal to serve anyone under the age of 18.

If you have any doubt there are only 3 acceptable proof of age.



- PASS accredited proof of age card.
- Passport
- A Photo Driving Licence

It is your responsibility to ensure everybody you serve alcohol is over the age of 18. The police can, and do, bring children into the studios to make a test purchase, and **if caught you will face a fixed penalty of £90 and a prosecution. The Cause is not allowed to pay this for you.**

**We will be operating a challenge 25 policy at Costa Del Tottenham, if they look younger than 25 ask for I.D. any challenge on id must be recorded on the challenge sheet.**

### **We serve drinks, not drunks**

It is illegal to serve anyone that is drunk. Use your common sense and if you feel someone has had too much to drink tell your manager who will deal with him or her appropriately.

By law, you are responsible for those drinking in the bar. To discourage drunkenness it is our policy that the following drinks are not served:

Spirits added into pints of beers  
Only 2 shots of spirit in 1 glass

### **Passing Off**

Passing off is selling something different to what the customer asked for. You must not substitute an alternative to what a customer has ordered or paid for without informing them.

### **Credit**

We do not offer any type of slate or tab unless it has been arranged in advance with the Manager. The Cause accepts credit cards at certain bars; ask your Supervisor how to do this.

## **Weights & Measures**

It is a legal requirement that alcohol must be sold in the appropriate measure, i.e. spirits through optics or with the measures provided (all 25ml or 50ml). Wine by the glass (125ml, 175ml or 250ml). Draught beverages in half and pint glasses.

### ***4.3 Illegal Drugs – Zero Tolerance***

We do not tolerate the use, sale or possession of any illegal drugs. Anyone found in possession of an illegal drug will be immediately asked to leave, in line with our zero tolerance policy.

Random searches DO take place.

Never come to work under the influence of illegal drugs. Any staff found in possession of illegal drugs will be dismissed.

## **5. Discipline & Appeals**

### ***5.1 General Rules & Regulations***

Employment Rights Act 1996

ACAS Code of Practice on Disciplinary and Grievance Procedures

Please read the lists below.

They give some indication of conduct that is liable to cause the disciplinary rules and procedures to be enacted. These lists are not intended to be exclusive or exhaustive.

### **Misconduct**

Depending on the severity of the case this could lead to verbal or written warnings.

- Absence without leave
- Poor timekeeping

- Poor work performance or work capability
- Violation of safety rules of a minor nature
- Improper or negligent use of care of property and equipment • Smoking in prohibited areas
- Violation of hygiene regulations of a minor nature

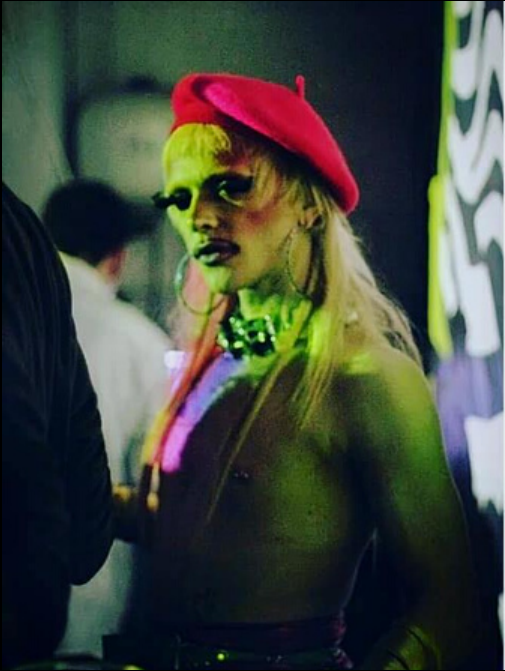
### **Gross Misconduct**

Depending on the severity of the case this could lead to summary dismissal.

- Serious negligence or breach of safety or hygiene rules potentially causing unacceptable loss, damage, or injuries • Deliberate damage to property belonging to the Company, staff or visitors
- Assault on or fighting with fellow members of staff, or visitors whilst on duty
  - Deliberate falsification or misrepresentation of records • Theft, misappropriation or unauthorised possession of the assets, funds, equipment and/or property of the Company, staff or visitors
- Serious incapability at work or on duty through alcohol or the use of illicit drugs
  - Use of profane or abusive language
  - Prolonged absence from work without notification
  - Divulging confidential information to interested parties • Serious insubordination, including flagrant refusal to comply with a reasonable instruction
- Committing an act outside work or being convicted for a criminal offence that affects adversely or is liable to affect adversely the performance of the contract of employment and/or the relationship between the Company and a member of staff, and/or brings the reputation of the Company into disrepute.

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# the cause



Landlord Deck. February 2022



# 'The Community-driven Nightclub London Needs Right Now'

DJ Mag, Oct 2018







# About us

The Cause is an innovative, award winning arts & cultural event space that is supported by a creative array of work studios that create a community and eco-system of local enterprise.

We are renowned for our fundraising efforts, helping multiple charities and organisations with donations raised via events at or associated with The Cause.

Our business model revolves around:

- a wide variety of events creating wet led-revenue (retail on-sales of alcohol)
- rental of studio space
- location work, e.g. film shoots, photo shoots

# Awards

Time Out London's 2021 Best of the City  
- Award Winner: Best Nightlife Venue'

DJ Mag Best Of British Awards 2019  
- Winner: Innovation & Excellence'

DJ Mag Best Of British Awards 2018  
- Nominee: Best Small Club'

Evening Standard The Progress 1000: London's most influential people 2019  
- Going Out: Clubs - 2nd in category - Stuart Glen, co-founder of The Cause

The Face: New Guard (2021) - 1 of 50 people selected in a directory of people shaping the future of nightlife in the city of London  
-- Stuart Glen, co-founder of The Cause





# Press

"The Cause Nightclub in Tottenham is known for its social conscience" -  
ITV News

"The Cause is one of London's most game-changing venues" - Mixmag

"Home of Adonis ' The queer night everyone's talking about' - i-D  
Magazine

"The leading light in a bright new crop of clubs" - Evening Standard

"The Cause is a club with a difference, a new space in Tottenham Hale  
looking to reverse the trend of music venue closures and simultaneously  
support local charities." - Haringey Community Press

The logo for the London Evening Standard, featuring the word "London" in a small font above "Evening Standard" in a bold, serif font.The logo for Haringey Community Press (HCP), consisting of the letters "HCP" in a large, serif font on a yellow background.The logo for Mixmag, featuring the word "mixmag" in a lowercase, bold, sans-serif font.The logo for i-D Magazine, featuring the letters "i-D" in a bold, sans-serif font.

# Our local offering

Since opening in 2018, The Cause has become a well-loved feature of the live music and dance scene in North London, with over 235K people through its doors. We are a grassroots DIY music venue, a community hub, a supporter of emerging talent, and a recognisable advocate for London's threatened nightlife scene.

We support underrepresented and grassroots artists, reaching diverse audiences, including London's underserved LGBTQI communities, and we enjoy a strong relationship with our local community in Tottenham Hale.

As well as being a consistently financially strong and growing organisation, in less than four years since launching, we've raised over £150,000 for local, national, and international charities and causes including:

- Mind In Haringey
- Hackney Winter Night Shelter
- Hackney Migrant Centre
- Project 17
- Centrepont
- C.A.L.M.

Alongside fundraisers, we are also deeply embedded in our local community, with the space playing host to huge numbers of projects, including DJ lessons to nurture local talent, in-kind use by local artists to aid development / creative skill-sharing, & hosting participatory opportunities for artistic expression.

# Community at our heart

Examples include our work with Grooveschool, who provide cultural opportunities for children & adults from disadvantaged backgrounds, or how we provide studio space for Threads radio, which has 300 shows providing a platform for local DJs, MC's, presenters and panelists, often tackling hard-hitting subjects and representing local youth movements.

We also provide our space at low & no cost for film & studio shoots by emerging artists, students & community groups, as well as a paid shoot location for chart toppers Example, Skepta & D Double E.

With the recent closure of two prominent grassroots music venues (Styx & Five Miles), our current site ending in January and the forthcoming loss of Drumsheds, The Cause's survival is essential for the cultural landscape of North London.

The Cause also provides affordable, low risk studios / work space for artists, creatives and small businesses and has helped create a real community hub, empowering and encouraging new local enterprises.

An example of a local success story that was incubated at The Cause is Idris Barbering Co - an independent barbers that ran a pop up for 11 months within our space that helped build revenue and a client base locally, leading the operator to invest in a full long-term site a short walk away.



In summer 2020, in the midst of a global pandemic, we pivoted our space into 'Costa Del Tottenham' (CDT), a socially distanced food, drink and entertainment complex.

Our innovative approach led to interviews with BBC Radio 6, The Guardian, The Financial Times, Mixmag, Vice and many other media sites, whilst our launch was covered by Time Out London, Evening Standard, The Metro, Seventh Sister, Secret London and many more local blogs / websites. CDT was also top of The National Geographic 'The 15 best bars and pubs in London for outdoor drinks'.

During sixteen weeks of 2020, CDT hosted:

- 40 + live music acts across Latin, neo-soul, hip hop, grime, jazz, funk, folk and more. Over 90% of artists were grassroots music acts, independent / unsigned
- 30 + live comedy acts, spanning LGBTQI+ comics, Black-focused comedy, established and grassroots talent - 15 drag cabaret shows, serving a predominantly LGBTQI+ audience, with over 60 performers, all of whom identify as LGBTQI+
- 16 + Educational workshops spanning learning in music, a multi-week series of discussions and panels on racial equality, life drawing and more

In 2021, we took over a neighbouring site 'The Cannon Factory' and have expanded our workspace rental, with our building contractors Kia Hanga (who also produce locally made concrete furniture), Voice Show Media UK - a black-community focused, podcast and online media production company, our boutique independent rum supplier Pirates Grog, freelance T-Shirt printers and more taking residence.

After three months of operation, 90% of all studios were rented and all to local businesses. In addition to this, The Cannon Factory has a 5000 square foot warehouse which has hosted various events, such as:

### **Euro Warehouse**

- A socially distanced football pop up event concept, running between mid June and mid July 2021, showing over 30 football matches on huge screens, with an average attendance of 186 people per game. We cross marketed the show with Mundial - a London based creative agency, digital magazine, and award-winning podcast full of football enthusiasts.

### **Michelangelo's Sistine Chapel: The Exhibition**

- A unique exhibition in London that invites you to step into the universe of the greatest masterpieces of Michelangelo, seen from a totally new perspective. It is brought to you by the organizers of the finest themed exhibitions such as: Star Trek, King Tut, Titanic, Frida Kahlo, Michael Jackson and more.



# Our New Home?

We are looking for a large industrial unit, ideally with outdoor yard space.

Internal space - 8K - 50K square feet  
External space - 3K+ square feed

Our proposed use will continue to deliver a project similar in nature to our current meanwhile site at Ashley Road. This entails various multiple function event spaces and studio/office space for small businesses.

The larger the unit we take, the larger the proportion of workspace we would host, allowing us to scale up or down our needs.

Older, perhaps ran down properties are of interest to us, as we have a large team of builders, labourers and interior designers who can design the space to our needs, including maximising sound-proofing for an operation like ours.





# Design

The Cause is and always will be 100% DIY. We work with a local pool of designers, creatives, labourers and production team who are familiar with revitalising buildings around the existing character and charm of each individual site.

In April 2018 we took a large, fairly worn down ex-car mechanics warehouse and from this blank canvas created an award winning, internationally recognised event space, that retained many of its original features.

# Attracting visitors

Our shows are programmed to be as diverse as possible in order to reach as many different audiences as possible, creating footfall up to seven days a week, resulting in over 235000 people attending events at The Cause since our doors opened.

Our managing director 'Stuart Glen' has over 20 years experience in marketing events, venues and festivals. He has a wealth of contacts within the industry, which The Cause leverages to create partnerships with a wide marketing reach.

Example shows include:

## Boiler Room Festival (13/10/2021-16/10/2021)

We partnered with Boiler Room, one of the world's leading dance music media platforms to host a four day music festival covering jazz, hip hop, electronic and bass led sounds.

Over 5000 people attended, attracting customers from across the capital and beyond. The event was filmed and streamed live on the internet showcasing our venue and performing artists to a global audience.



## Boiler Room Festival LONDON

16 OCTOBER 2021  
**SAT**  
**CLUB**

**DAYTIME**

- JASSS b2b Pandora's Jukebox
- Manara b2b Yung Singh
- YCO CRU (aya b2b BFTT b2b georg-i)

**POSSESSION**

- Anetha
- Brutalism 3000
- Cassie Raptor
- False Witness
- Parfait

**BOILER ROOM**

- JASSS b2b Pandora's Jukebox
- Manara b2b Yung Singh
- YCO CRU (aya b2b BFTT b2b georg-i)

**FILTH X PXSSY PALACE**

- allyXpress
- Bambii
- Basmati
- Fiyahdred
- Kikelomo
- Lady Shaka
- Nino Brown
- Shayn

**WEIRDCORE**

- Basic Rhythm
- Flora Yin-Wong
- Nyksan (TraTraTrax)
- Shannen SP

4:3

- Limitrofe Television Installation

**BOILER ROOM** **4:3** **ABSOLUT.** *Ballantine's* **BEEFEATER LONDON** **JAMESON**



## **RA x The Right to Dance (War Child) x Choose Love: Afghanistan Fundraiser (21/10/2021)**

In October 2021 we held a fundraiser to raise money for the Afghanistan humanitarian crisis, collaborating with the below organisations:

- Resident Advisor - an electronic music media company and ticketing agency
- R3 Soundsystem - a consortium of DJs, musicians, artists, crews, festivals, clubs, sound systems, activists, cultural organisations and, above all, music lovers
- War Child - the only specialist charity for children affected by conflict.
- Choose Love - UK-based non-governmental organization (NGO) which provides humanitarian aid to, and advocacy for, refugees around the world.

As this was a cause close to the hearts of many in our industry, many established artists we're approached to donate their time to perform free of charge so that 100% of ticket money and a proportion of bar sales could be raised for charity.

One of the UK's biggest dance music acts 'Bicep' played a rare DJ set, alongside some of the hottest artists within the electronic music scene. The show was marketed primarily online via our collective networks and those of all artists playing, ensuring a wide reach.

Over 1400 tickets were sold and £21K raised for charity.



# Employment

The Cause creates a lot of employment locally, beyond salaried staff, including 20+ regular SIA security and often over 30 bar staff per event (combination of casual hours PAYE, freelance & agency).

On a single large event we also host up to 60 DJ's / artists (approximately 50% London based), 3 production staff, 4 toilet attendants, 4 cleaners, 2 paramedics and multiple other roles.

In addition, The Cause has created a full eco-system of local businesses that feed into each other. Over the last year we've had twelve local street food traders serve our customers, we sell rum produced by our friends at Pirates Grog who also rent space in our offshoot The Cannon Factory, Threads radio rent space from us but host events in our space and so on. Each of these has its own employment opportunities for local people.

As a licensed business we have a responsibility to deliver a basic level of training to allow our employees to work safely & effectively. As part of our onboarding process all staff are trained on fire safety and our staff training handbook. An internal online staff utility portal acts as a centralised location for training documents and company policies that form part of our induction process.

In addition to this we provide opportunities for staff to attend third party vocational training which in most cases is certificated and provides the staff with evidence of advanced training that they can transfer to future employment opportunities.

In our most recent round of training we qualified 15 core staff for first aid at work on either the one or three day certificate, 16 for a full day session on WAVE (Wellness and Vulnerability Engagement) & Ask for Angela and 9 of our full time employees in the mental health first aid training "Adult MHFA half day course".

# Experience of operation & culture

We have successfully operate a fully licensed large capacity event venue at The Cause on Ashley Road with licensable hours until 6am on Fridays and Saturdays, until midnight Sunday to Tuesday, 3am Wednesday & 4am on Thursday.

We have worked hard to build excellent relationships with key stakeholders and have a good relationship with the local council Licensing & Environmental Health Teams and the North Area BCU Police Licensing Team. We have always complied with any requests from Responsible Authorities with a professional response in a timely manner.

Over the last three years we have operated over 100 weeks of trading with over 400 days of events, on many of these days we have run multiple events in different areas of the site simultaneously and on weekends in particular regularly run daytime events with evening events following afterwards.

In our day-to-day events, with an open-door policy & zero tolerance to discrimination, we provide a safe space for our audience to enjoy themselves & encounter acclaimed & emerging artists. We've made particular effort to welcome & engage LGBTQI+ & PoC communities, through our programming as well as policies, for instance, through monthly club night Adonis, 'the standard bearer for the queer underground clubbing renaissance' (Mixmag).

Adonis has become so well respected within London & Europe's LGBT scene that influential contemporary German artist Wolfgang Tillmans chose to photograph the crowd in 2019. He later donated a series of these prints to the Cause's 2020 crowdfunder as part of his Solidarity Project, aimed at supporting cultural & music venues, community projects & independent spaces threatened by the COVID-19 pandemic.

# Industry quotes

'In just three years The Cause has established itself as one of London's most important nightlife spaces. GLA's cultural Infrastructure team is supporting The Cause find a new home to ensure they can continue platforming and enriching grassroots music culture'

- *Arman Nouri, Senior Policy Officer, Culture & Community Spaces at Risk, Greater London Authority*

The Cause has made a historic impact on London nightlife and culture in a very short space of time'

- *Michael Kill, CEO Night Time Industries Association*

'The Cause are a vital part of London's dance music scene, pioneering philanthropy within the industry and providing a breeding ground for grass roots talent.'

- *Lewis Wild, UK & Club Development, DICE Ticket*

'How brilliant it has been to read about the innovative work you're doing with The Cause. It sounds like a great way to keep London's club scene alive, thriving and healthy!'

- *Amy Lame, Night Czar*

# Diversity & Inclusion

In a recent review of our employment diversity statistics, the following data was produced:

- 50% of our staff live within 3 miles of the business, 35% 4-6 miles & 15% 7-9 miles.
  - 55% identify as Male, 35% as Female and 10% as non binary.
  - Our ethnicity split is 75% White, 15% Black, 10% West Indian & 5% Latin American
  - Nationality split is 50% British, 30% European, 10% other
  - 20% of our team consider themselves to have a disability
- 
- We actively seek out under-represented groups during recruitment process, ensuring jobs are shared beyond usual channels
  - We capture D&I data at recruitment stage to ensure we are able to report and evaluate on our progress
  - Our induction process includes D&I training and a clear and confidential reporting procedure for abuse, harassment or discomfort in their workplace
  - We build networks to increase recruitment of local young people, especially looking at pathways for those without formal education
  - Senior staff attend 'Know Your Bias' training to encourage discussion and action amongst the team
  - We work with an independent HR advisor 'HR Solutions' who produced our Equality & Diversity Policy
  - We continue to operate zero-tolerance approach to discriminatory behaviour with a 3 strike rule
  - We work with local charity partners to ensure we are able to signpost our team to mental health support
  - All security firms subcontracted will have to undergo similar training as standard
  - We will also continue exploring potential project-creation to build recruitment & training pathways for local people & non-graduates into the music industry



# Diversity & Inclusion

In addition to our workforce policies, our offering also represents our commitment to inclusivity as we:

- Offer promoters scalable affordable packages to attract broad spectrum of socioeconomic backgrounds
- Work with key promoters to support the challenges within their communities and advocate their diversity through tailoring our event space to their needs, including collaboration on live events
- Support grassroots ventures and creative individuals by acting as a creative community hub
- Supporting existing LGBTQ, Black, Female Promoters and DJ's and Entertainers
- Increase representation of women DJs at major DJ events In audiences
- Work to keep low ticket pricing options
- Maintain & develop community relationships



# An ecosystem of local business

The Cause is a key component of the local night-time economy, working with multiple local radio stations, DJ's, music booking agencies, event promoters, artist management companies, audio/visual suppliers, transport companies and many more. We also have excellent relations with the local businesses that our site incorporates via affordable studio rental. Examples over the last four years include:

- Johnstones Heating - Plumbing and Heating Services
- Kia Hanga Ltd - Creative workshop
- The Hidden Printer - Screen Printing
- Luke Humphrey - Welding
- Littlegig - Sound and Lighting
- Peoples Burger - Food Trader

Wherever possible we try to use local companies to supply our wet and dry stock, consumables and to meet our contracting needs, e.g. Five points brewing co, Jags supplies, Venus wholesale, Holland bazaar, Pirates Grog, Twinings Security.

We have chosen two stock suppliers and our security supplier as examples of our direct reinvestment into the local economy through direct payments made over the last 12 operational months (please note, Twinings are not based locally but recruit from the local area to meet our requirements whenever possible):

- Five Points Brewing Co - £156.000
- Pirates Grog Rum - £ 96.400
- Twinings Security - £ 200.000+

# Contact

Stuart Glen - Managing Director / Co-founder



Eugene Wild - Creative Director / Co-founder



## References

Available upon request



# Appendix 2

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**From:** Barrett Daliah <Daliah.Barrett@haringey.gov.uk> **On Behalf Of** Licensing  
**Sent:** 06 April 2022 10:33  
**To:** '  
**Cc:** Licensing <Licensing.Licensing@haringey.gov.uk>  
**Subject:** Licensing Authority Representation GARMAN ROAD REP

Dear Sirs,  
Please see revised updated representation from the Licensing Authority.

Regards  
Licensing Service

This page is intentionally left blank

Mr Rhys Rose.  
By email

Your Ref:

Our Ref:

Date: 06<sup>th</sup> April 2022

## REPRESENTATION LETTER

Dear Sir/Madam,

### LICENSING ACT 2003 – Application for a Premises Licence- 15- 19 GARMAN ROAD LONDON N 17

Representation against Unit 15-19 Garman Road N17 – factory to be repurposed for late night music venue.

The Licensing Team Leader is making a representation against this application under the licensing objectives.

The venue is situated along Garman Road and is a large warehouse with multiple rooms previously used as a clothing factory. We are unclear at this time as to the overall capacity of the premises, which will need to consider the width of the stairways when calculating the safe capacity. It is also worth noting that the premises are not purpose built for use as a nightclub/late night venue so would be a complete change that has the potential to impact residents in terms of nuisance, be it music noise, people noise, litter, additional crowds gathering etc.

#### **Planning position:**

The premises does not have PP to be used as a nightclub. There is a current application for redevelopment of the site (below) but it does not include any temporary use as a night club.

*HGY/2022/0081 - Demolition of the existing industrial buildings and redevelopment to provide a new building for manufacturing, warehouse or distribution with ancillary offices on ground, first and second floor frontage together with 10No. self-contained design studio offices on the third floor. (Full Planning Application)*

Planning Enforcement advise that a new enforcement case file will be opened for this matter.

#### **Fire safety considerations**

The premises is currently a factory to be “altered” to a “change of use” to a night-club, plans and details should ideally be submitted to a building control body (or improved inspector)/ Planning office in the first instance.

As statutory consultants, LFB would then observe the plans/ proforma and officially pass comments, where relevant onwards. In this way, the fire safety layout etc of the building would be observed by planning officers, an architect, building inspector then LFB before the licencing stage.

As there is no Planning application the matter will not be dealt with by the LFB as outlined above.

### Operational Schedule

The licensing authority notes that the operating schedule in our view that these do not go far enough especially in relation to the following licensing objectives for which we have concerns:-

- Prevention of crime and disorder
- Public safety
- Prevention public nuisance
- Protection of children from harm

### Request to not allow the hours requested

The Authority must ensure that consideration is given to the potential impact in the night time economy from this venue and other larger venues in the vicinity that may have simultaneous events taking place. There are also residential properties that will be impacted by the early morning dispersal of large crowds that have been consuming alcohol within the venue.

### We propose a number of measures to promote the licensing relating to this application:

No licensable activities shall take place at the premises until the premises has been assessed as satisfactory by the officer for Health & Safety/Fire Safety at which time this condition shall be removed from the Licence by the licensing authority.

The number of persons accommodated at the premises (excluding staff) shall not exceed (TBC subject to LFB inspection). Subject to the sanitary accommodation being improved to the satisfaction of the Council's Environmental Health Officer, the capacity may be increased to such number as may be agreed with the licence holder. The actual capacity will only increase when an appropriate condition to that effect has replaced this condition on the licence.

### Regulated Entertainment: Plays

Friday to Sunday 1800 to 0000 hours

### Regulated Entertainment: Films

Friday to Sunday 0800 to 0200 hours

### Regulated Entertainment: Live Music – (this would be covered under the Live music exemption)

Friday 1800to 2300 hours  
Saturday to Sunday 1000 to 2300 hours

### Regulated Entertainment: Recorded Music, Performance of Dance & Anything similar

Friday 1800 to 0200 hours  
Saturday 0800 to 0200 hours  
Sunday 0800 to 2300 hours

**Bank holidays** from 18:00 hours on the day preceding to 23:00 hours the following day.

### Late Night Refreshment

Friday to Saturday 2300 to 0200 hours

**Bank holidays** from 18:00 hours on the day preceding to 23:00 hours the following day.

### Supply of Alcohol

Friday 1800 to 0145 hours  
Saturday 0900 to 0145 hours  
Sunday 0800 to 2245 hours

Supply of alcohol **ON** the premises.

**Bank holidays** from 18:00 hours on the day preceding to 23:00 hours the following day

### Hours open to Public

Friday	1800 to 0230 hours
Saturday	0800 to 0230 hours
Sunday	0800 to 0000 hours

**Bank holidays** from 18:00 hours on the day preceding to 23:00 hours the following day.

**CCTV** - The premises shall install and maintain a comprehensive CCTV system as per the minimum requirements of the Police and Council 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 customers remain on the premises.

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 Police or authorised officer throughout the preceding 31 day period. 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 is open. This staff member must be able to provide a Police or authorised council officer copies of recent CCTV.

All customers entering the premises shall have their ID scanned on entry, save for when a biometric scanning system is in place. The details recorded shall include a live facial image capture of the customer and capture the photographic identification produced. The details recorded by the ID scanner system shall be made available to the Police and the local authority upon request.

The DPS shall approve in writing the names of a maximum of three managers other than him/herself who are authorised to sign in such guests.

(ii) A legible record (the signing in sheet) of those guest's name shall be retained on the premises for inspection by the licensing authority and Police for a minimum period of 31 days. The name of the DPS approved manager authorising the admission will also be recorded by that manager,

(iii) Guests shall be required to produce some form of ID such as a bank card (or emailed electronic photo ID) and ID scan entry with a live photo shall be created.

**Incidents** - An incident log shall be kept at the premises and maintained for a minimum period of 12 months, and made available on request to an authorised officer of the Council or the Police, which will record the following:

- (a) all crimes reported to the venue
- (b) all ejections of patrons
- (c) any complaints received concerning crime and disorder
- (d) any incidents of disorder
- (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
- (h) any visit by a relevant authority or emergency service.

Six (6) security staff at the premise from Friday – Saturday from 20:00 to 30 minutes after closing, always having a female security staff during these times in order to assist with female patrons.

In the event that 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 pending the arrival of the police;
- (c) The crime scene is preserved so as 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.

**SIA roles:**

No patrons shall be admitted or re-admitted to the premises after **(21.00)** hours unless they have passed through a metal detecting search arch and, if the search arch is activated or at the discretion of staff, then physically searched, which will include a 'pat down search' and a full bag search.

All persons entering or re-entering the premises shall be searched by a SIA licensed member of staff and monitored by the premises CCTV system.

All staff engaged outside the entrance to the premises, or supervising or controlling queues, shall wear high visibility yellow jackets or vests.

**Staff Training** – Appropriate induction training will be undertaken with all relevant staff to cover appropriate subjects for their role including:

A. The responsible sale of alcohol.

B. The prevention of under-age sales of alcohol, the Challenge 25 policy and in checking & authenticating accepted forms of identification.

C. The responsibility to refuse the sale of alcohol to any person who is drunk.

D. Fire safety & emergency evacuation procedures

Drinks Not Permitted Outside - Drinks will not be permitted to leave the premises at any time, including for those leaving for the purpose of smoking.

A copy of the premises' dispersal policy shall be made readily available at the premises for inspection by a police officer and/or an authorised officer of Haringey Council.

**Prevention public nuisance**

A noise limiter must be fitted to the musical amplification system and maintained in accordance with the following criteria:

(a) the limiter must be set at a level determined by and to the satisfaction of an authorised Environmental Health Officer, so as to ensure that no noise nuisance is caused to local residents or businesses,

(b) The operational panel of the noise limiter shall then be secured by key or password to the satisfaction of the authorised Environmental Health Officer and access shall only be by persons authorised by the Premises Licence holder,

(c) The limiter shall not be altered without prior written agreement from the Environmental Health Noise Officer,

(d) No alteration or modification to any existing sound system(s) should be affected without prior knowledge of the Environmental Health Noise Officer, and

(e) No additional sound generating equipment shall be used on the premises without being routed through the sound limiter device.

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.

Loudspeakers shall not be located in the entrance and exit of the premises or outside the building.



## **Spurs match/event day considerations**

The Licensing Authority expects all applicants to support the council in promoting public safety and minimising alcohol related crime and disorder on large scale event and match days by including the arrangements below:

- Refrain from selling alcohol until 11 am on Monday to Saturday and midday on Sunday, unless otherwise agreed with the police.
- Deter patrons from drinking outside the premises on the street . The potential for opposing fans facing each other has caused issues on match days.
- For 4 hours before advertised start of the match or event and until 1 hour after the match or event finishes to only sell alcohol in plastic containers.
- To not support the consumption of alcohol in glass containers on the public highway.

## **No street drinking by customers attending the venue.**

The premises licence holder shall ensure that all staff receive training on checking customer identification, and in not serving those under the influence of alcohol and drugs. Records of such training shall be maintained at the premises and made available to a Police officer or an authorised officer of the licensing authority upon request.

**Refuse Disposal** - Regular waste disposal is undertaken in accordance with the council's requirements. No collections of waste or recycling materials (including bottles) from the premises shall take place between (23.00) and (08.00) Monday to Sunday.

**Litter** - The area immediately outside the premises will be maintained to ensure that any litter generated by the premises and / or its customers is regularly cleared, including cigarette butts/packets etc, periodically throughout the premises opening hours and specifically at the end of trading hours.

**Noise Escape** - No noise shall emanate from the premises nor vibration be transmitted through the structure of the premises which gives rise to a nuisance.

**Noise Prevention** - Music should be inaudible from the nearest noise sensitive premises.

No Flashing or particularly bright lights on or outside the premises shall not cause a nuisance to nearby properties, save insofar as they are necessary for the prevention of crime.

No external Food vans affiliated with an event is permitted to trade from the public highway without the authorisation of the Licensing Authority.

**Pedestrian Routes** - The pavement shall be kept clear for pedestrians and not be blocked by patrons. If at any time the capacity is reached at both the tables and bar, any new patrons will be turned away at the door rather than being invited to queue outside.  
All doors and windows shall remain closed (not locked) during the provision of Regulated Entertainment except for the ingress/egress of persons and in the event of an emergency.  
The premises shall devise and implement a robust dispersal policy to ensure that patrons leave the premises and vicinity as quietly and speedily as possible.

Any granted Temporary Event Notices for this premises must carry all the conditions on the licence.

The premises shall prominently display signage informing customers:-

- a. To leave quietly and to respect your neighbours.
- b. Stating that CCTV is in operation and police have instant access to the footage.
- c. Any person found carrying weapons or illegal drugs will be permanently excluded and the police will be informed.

No customers shall be allowed to leave the premises while carrying open drinking vessels ('open' shall be taken to mean an opening of the original manufacturers sealing of the vessel) or to consume alcohol on the public highway.

## **Public safety**

Fire Safety - A fire risk assessment will be conducted and regularly reviewed. In-line with the Fire Risk Assessment:

- a. Heat / Smoke detectors are installed and maintained by a competent person.
- b. Fire detection and fire safety equipment checks are recorded.
- c. Fire extinguishers are installed in accordance with the recommendations of the fire risk assessment.
- d. Emergency lighting is installed in accordance with the recommendations of the fire risk assessment.
- e. All emergency exits are marked on the premises plan.

First Aid - Adequate first aid boxes will be maintained.

## **Protection of children from harm.**

No children under the age of 18 shall be permitted on the premises without an adult to supervise.

Age verification - 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.

Staff will be trained in, and fully aware of, the law relating to sales of alcohol to those under the age of 18.

The premises licence holder shall ensure that all staff receive training on checking customer identification, and in not serving those under the influence of alcohol and drugs. Records of such training shall be maintained at the premises and made available to a Police officer or an authorised officer of the licensing authority upon request.

## **Licensing Enforcement Officer**

**From:** Barrett Daliah <Daliah.Barrett@haringey.gov.uk> **On Behalf Of** Licensing  
**Sent:** 06 April 2022 17:31  
**To:** Stuart Glen  
**Cc:** Licensing <Licensing.Licensing@haringey.gov.uk>  
**Subject:** Fwd: Application for a Premises Licence- The Cause, 15-19 Garman Road, Tottenham, London, N17 0UR(WK/519031)

Please see rep from Public Health.  
Regards  
Licensing Team

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---

**From:** Ahmad Maria <[Maria.Ahmad@haringey.gov.uk](mailto:Maria.Ahmad@haringey.gov.uk)>  
**Sent:** Wednesday, April 6, 2022 5:13:14 PM  
**To:** Licensing <[Licensing.Licensing@haringey.gov.uk](mailto:Licensing.Licensing@haringey.gov.uk)>  
**Cc:** D'Aguilar Marlene <[Marlene.DAguilar@haringey.gov.uk](mailto:Marlene.DAguilar@haringey.gov.uk)>  
**Subject:** RE: Application for a Premises Licence- The Cause, 15-19 Garman Road, Tottenham, London, N17 0UR(WK/519031)

Dear Licensing,

Please see attached PH's rep on The Cause.

Kind regards,

**Maria Ahmad**  
**Public Health Officer – Health Improvement**

Haringey Council  
River Park House, 225 High Road, London, N22 8HQ

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**From:** Shah Noshaba <[Noshaba.Shah@haringey.gov.uk](mailto:Noshaba.Shah@haringey.gov.uk)> **On Behalf Of** Licensing  
**Sent:** 10 March 2022 18:30  
**To:** Haringey Building Control <[Control.HaringeyBuilding@haringey.gov.uk](mailto:Control.HaringeyBuilding@haringey.gov.uk)>; Planning Enforcement <[Planning.Enforcement@haringey.gov.uk](mailto:Planning.Enforcement@haringey.gov.uk)>; Ekemezuma Felicia <[Felicia.Ekemezuma@haringey.gov.uk](mailto:Felicia.Ekemezuma@haringey.gov.uk)>; Frontline <[Frontline@haringey.gov.uk](mailto:Frontline@haringey.gov.uk)>; 'TRACY.BROWN@london-fire.gov.uk'; D'Aguilar Marlene <[Marlene.DAguilar@haringey.gov.uk](mailto:Marlene.DAguilar@haringey.gov.uk)>; Osinaike Charley <[Charley.Osinaike@haringey.gov.uk](mailto:Charley.Osinaike@haringey.gov.uk)>; Ahmad Maria <[Maria.Ahmad@haringey.gov.uk](mailto:Maria.Ahmad@haringey.gov.uk)>; 'FSR-AdminSupport@london-fire.gov.uk' <[FSR-AdminSupport@london-fire.gov.uk](mailto:FSR-AdminSupport@london-fire.gov.uk)>

[AdminSupport@london-fire.gov.uk](mailto:AdminSupport@london-fire.gov.uk)>; Squire Michael <[Michael.Squire@haringey.gov.uk](mailto:Michael.Squire@haringey.gov.uk)>; Ellick Brian <[Brian.Ellick@haringey.gov.uk](mailto:Brian.Ellick@haringey.gov.uk)>; Barrett Jennifer <[Jennifer.Barrett@Haringey.gov.uk](mailto:Jennifer.Barrett@Haringey.gov.uk)>; Greer Sarah <[Sarah.Greer@haringey.gov.uk](mailto:Sarah.Greer@haringey.gov.uk)>

**Cc:** Barrett Daliah <[Daliah.Barrett@haringey.gov.uk](mailto:Daliah.Barrett@haringey.gov.uk)>; Roye Chanel <[Chanel.Roye@haringey.gov.uk](mailto:Chanel.Roye@haringey.gov.uk)>

**Subject:** Application for a Premises Licence- The Cause, 15-19 Garman Road, Tottenham, London, N17 0UR(WK/519031)

Dear RA's

Please find attached an application for a Premises Licence.

Please note the last day of consultation will be on **6<sup>th</sup> April 2022**.

Please forward all responses to [licensing@haringey.gov.uk](mailto:licensing@haringey.gov.uk)

Kind Regards,

**Noshaba Shah**  
Licensing Officer



Haringey London  
Licensing Authority, River Park House, Level 1 North, 225 High Road, Wood Green, London, N22 8HQ

T. 020 8489 5536

[noshaba.shah@haringey.gov.uk](mailto:noshaba.shah@haringey.gov.uk)

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<b>Responsible Authority:</b>	Haringey Public Health, London Borough of Haringey
<b>Date:</b>	06/04/2022
<b>Name:</b>	Maria Ahmad, Public Health Officer – Health Improvement Marlene D'Aguilar, Health In All Policies Officer
<b>Contact:</b>	<a href="mailto:Maria.Ahmad@Haringey.gov.uk">Maria.Ahmad@Haringey.gov.uk</a> <a href="mailto:Marlene.DAguilar@haringey.gov.uk">Marlene.DAguilar@haringey.gov.uk</a>

**APPLICATION FOR A PREMISES LICENCE – THE CAUSE, 15-19 GARMAN ROAD, TOTTENHAM, LONDON, N17 0UR**

**Supply of Alcohol**

Friday	1800 to 0545 hours
Saturday	0900 to 0545 hours
Sunday	0800 to 2245 hours

Supply of alcohol **ON** the premises.

**Bank holidays** from 18:00 hours on the day preceding to 23:00 hours the following day

**Hours open to Public**

Friday	1800 to 0615 hours
Saturday	0800 to 0615 hours
Sunday	0800 to 2315 hours

**Bank holidays** from 18:00 hours on the day preceding to 23:00 hours the following day.

We as a representative of the Director of Public Health act as the responsible authority under the Licensing Act 2003 and would like to make a representation regarding the application for a new premises license at: THE CAUSE, 15-19 GARMAN ROAD, TOTTENHAM, LONDON, N17 0UR

The representation is made under the following licensing objectives:

- Prevention of Crime and Disorder
- Public Safety
- Public Nuisance
- Protecting Children from Harm

### Local Context of the Premises

The premises is located on Garman Road, within the Northumberland Park ward. Northumberland Park is the most deprived ward in the borough and is ranked 1st in London (out of 637 wards). It is approximately 0.2 miles from Northumberland Park station and a 192-bus stop is located on Watermead Way, 0.2 miles away from the premises. The surrounding area consists of industrial sites, several local businesses and residential areas.

There are 12 off-licenses and 4 on-licenses within the LSOA<sup>1</sup>, of which 4 off-licenses and 1 on-licence are open after midnight.

There is a community group in the vicinity of the premises, providing services for our most vulnerable:

- The Northumberland Neighbourhood Resources Centre (NRC) located on 177 Park Lane (0.5 mile, 10 mins walk) – this is a community space used by our most vulnerable as there is a high demand in this location. As part of the council's localities work, CCG are currently trialling use of the NRC as a North Tottenham hub – providing a range of different services from the council, NHS and partners.

The premises is also located near 2 primary schools:

Lea Valley Primary School (0.439 miles)

Harris Primary Academy Coleraine Park (0.472 miles)

### Prevention of Crime and Disorder, Public Safety, Public Nuisance and Protecting Children from Harm.

As stated by the applicant 15-19 Garman Road planning application was submitted to planning; *The demolition of the existing industrial buildings and redevelopment to provide a new building for manufacturing, warehouse or distribution with ancillary offices on ground, first and second floor frontage together with 10No. self-contained design studio offices on the third floor.*

The applicant has stated that planning has approved the development, however for the intended use above. The floor plans submitted do not appear to indicate a club type entertainment establishment and does not highlight where the licensed areas will be therefore, we are uncertain about the suitability of the site to be used as a night club which has the potential to cause nuisance, music/noise disturbances to surrounding properties, sleep disturbance, litter, and crowd gatherings.

Further to this, premises that operate late at night and early morning could potentially result in public nuisance and impact families living in the area. The events being held will attract more customers to the area. This type of premises can have a potential impact on a local community in the following ways; disturbance late at night from the departure and dispersal of patrons, disturbance from patrons outside, drunkenness problems associated with long hours and violence associated with alcohol consumption. Although, the operating schedule provides some information to address and promote the licensing objectives, we are not confident the applicant acknowledges the issues, which may arise from the premises being in the area and how an application for a night-club establishment seeks to make a positive contribution to the local community, demonstrating a commitment to both those living in the vicinity and the licensing objectives. Therefore, we ask the applicant to consider a reduction in the hours for the sale of alcohol.

---

<sup>1</sup> LSOAs (Lower-layer Super Output Areas) are small areas designed to be of a similar population size, with an average of approximately 1,500 residents or 650 households.

### Data/Evidence of alcohol-related harms in the area

It should also be noted that Haringey has a high proportion of adults in the alcohol treatment services. There are currently 356 adults in our alcohol treatment services with an additional 230 adults starting their treatment in 2019-20 (Public Health England/OHID, 2021).

The impact of alcohol on health is particularly severe. Haringey has the 8th highest rate of admissions in London. The LSOA in which the premises is located at has the highest rate of alcohol-specific hospital admissions than the borough average with **21 Alcohol-Specific Hospital Admissions** in the LSOA (Oct 2020 – Sept 2021). This has increased from the previous year, which saw 8 alcohol related ambulance call outs. The LSOA is **ranked 1<sup>st</sup> in alcohol-related ambulance call outs**. The proportion of all alcohol-related ambulance callouts in the LSOA (of the premises) **between 11pm and 5am is 33.3%** for the year 2020 to 2021 (SafeStats, Ambulance Callout Data). The high levels of ambulance related callouts reflect the increased pressure and cost to the NHS because of increase alcohol availability in this Ward and disproportionately places burden on the ambulance service for this Ward compared to others in the borough.

Northumberland Park Ward has second highest number of domestic abuse with 329 offences and 500 incidents reported last month (May 2021, The Mayor's Office for Policing and Crime). There is evidence that suggest alcohol played a role in 55% of domestic violence cases among these victims. Another study published by the Institute of Alcohol Studies (IAS) showed that victims of domestic abuse were twice as likely to consume alcohol than their partner who perpetuated the abuse.

The impact of the sale of high strength beers, lagers and ciders is having an adverse effect within the wards to the east of the borough, particularly the more deprived wards of Northumberland Park, Noel Park and Tottenham Green. These wards have seen an increase in street drinking and ASB as a result of the increase and easy availability of high strength cheap alcohol.

### Comments on Staff Handbook

Below are the additional actions we would like to see included in the staff handbook.

#### 3.18 Noise

- Quiet areas provided (for patrons as well).
- Staff rotation between quiet and noisy areas.
- Staff trained in noise risks and the protective measures needed.

#### 5 Discipline & Appeals

- Staff trained to spot potential agitators, defuse tense situations etc.
- Adequate number of trained, SIA badged security staff.

- Information sharing with police and other security staff at licensed premises in the area
- Staff trained in procedures re-entry, queuing, searches, etc and signs displayed for public.
- Ensuring overcrowding is not permitted in any area.
- Security staff aware of all exits.

### Recommendations

Public Health rejects this application as it is unclear from the submitted plans the premises suitability to be used as a night-club. The applicant must seek the correct planning permission for the intended use of a club entertainment establishment.

Public Health would like more information on the maximum numbers accommodated at the premises and a comprehensive risk assessment submitted to identify potential hazards to residents, vulnerable people, customers, and staff (e.g., noise, violence, poor ventilation, overcrowding, drugs) and what will be in place to manage the hazards. This will give greater confidence that the applicant acknowledges the potential issues, which may arise from the premises being located near local businesses and residential properties and there will be stringent mitigation measures in place.

If this licence is to be granted Public Health recommend that the following conditions are to be attached to minimise any potential harm to our local residents and vulnerable adults.

*Please note that the stipulated conditions might (as well) be replicated in the applicants' form, still Public Health wants to ensure that the correct wording is in place.*

### Prevention of Crime and Disorder, Public Safety and Public Nuisance

1. Designated staff should be trained in Mental Health First Aid.  
<https://www.haringey.gov.uk/children-and-families/childrens-social-care/child-protection>
2. A direct telephone number for the Licence Holder/DPS of the premises shall be publicly available at all times. The number is to be made available to residents and businesses in the vicinity. Any complaints shall be remedied within 48 hours and details to be recorded in the incident book including the action taken by the Licence Holder/DPS  
<https://www.haringey.gov.uk/social-care-and-health/safeguarding-adults>
3. No person shall be allowed to enter or leave the premises whilst in the possession of any drinking vessel or open glass bottle, whether empty or containing any beverage.
4. Legible notices displayed at exits about noise when leaving the premises ('respecting needs of local residents and leaving the area quietly')
5. Litter – clearing public area immediately surrounding premise daily if consumption is taking place outside the premises.
6. Alcohol to be covered and secured outside of the hours of operation within the trading area.
7. Spirits are best kept behind the staff at the counter and therefore, must be handed over to the customer and allows for there to be more interaction with the seller and the customer.
8. High strength alcohol restriction: no spirits shall be sold with an ABV greater than sixty-five per-cent (65%), no super-strength beer, lagers or ciders of 6.5% ABV (alcohol by volume) or above shall be sold at the premises.



9. No irresponsible sales / promotion of super-strength alcohol (above 6.5% ABV) and single cans (i.e. buy one get one free) OR there shall be no promotional sales of alcohol at the premises where alcohol is sold at a price lower than that at which the same or similar alcoholic drinks are sold, or usually sold, on the premises
10. Any CCTV footage shall be made available to Police or an officer from the local authority as soon as practicable, but in any event within three (3) days upon request, providing the request is within data protection regulations.
11. A CCTV system shall be installed and be recording at all times licensable activities are taking place.
12. The CCTV shall cover at least the entry/exit of the licensable area. The system shall record for a minimum of thirty (30) days on a system with adequate storage for this purpose.
13. All staff involved in the sale or supply of alcohol shall be trained in the law about the sale of alcohol. This includes conditions on the premise licence, operation of the CCTV system, recognising signs of drunkenness, how to refuse service and the premises duty of care. Training shall be regularly refreshed and at no greater than 6 monthly intervals and shall be logged. Training records shall be made available for inspection upon request by a police officer or an authorised officer of the Council.
14. The premises shall display prominent signage indicating that it is an offence to sell alcohol to anyone who is drunk.

#### Protection of children from harm

1. The licensee shall adopt the 'Challenge 25 policy' and promote it on their premises through the prominent display of posters.
2. A refusals log must be kept and made immediately available on request to the police or an authorised person. The refusal log shall record any actions that appear to be needed to protect young people from harm. The log must record all refused sales of alcohol and include the following:
  - a) the identity of the person who refused the sale;
  - b) the date and time of the refusal;
  - c) the alcohol requested and reason for refusal.
3. Age-restricted products training shall cover the following steps: the assessment of age; how and when to challenge for proof of age; acceptable proof of age and how to check it; and recording refusals.

These conditions are designed to ensure that the licensee takes appropriate steps to promote and uphold all four licensing objectives. We believe that all licensees who are fulfilling their duty to promote the licensing objectives will be already complying with many of these conditions. These are the type of precautions needed to meet Haringey's Statement of Licensing Policy requirement of a high standard of management.

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**From:** Barrett Daliah <Daliah.Barrett@haringey.gov.uk> **On Behalf Of** Licensing  
**Sent:** 16 March 2022 18:16  
**To:** 'Stuart Glen' <  
**Cc:** Licensing <Licensing.Licensing@haringey.gov.uk>  
**Subject:** FW: LL/0000/1109 - The Cause 15 - 19 Garman Road Tottenham London Haringey N17 0UR

Please see attached representation.

Regards

Licensing Team

**From:** Evangelides Antoinette <[Antoinette.Evangelides@haringey.gov.uk](mailto:Antoinette.Evangelides@haringey.gov.uk)> **On Behalf Of** Haringey Building Control  
**Sent:** 16 March 2022 16:11  
**To:** Licensing <[Licensing.Licensing@haringey.gov.uk](mailto:Licensing.Licensing@haringey.gov.uk)>  
**Subject:** LL/0000/1109 - The Cause 15 - 19 Garman Road Tottenham London Haringey N17 0UR

Dear Sir / Madam

Please find attached correspondence in respect of the above address. Should you have any queries please contact [building.control@haringey.gov.uk](mailto:building.control@haringey.gov.uk)

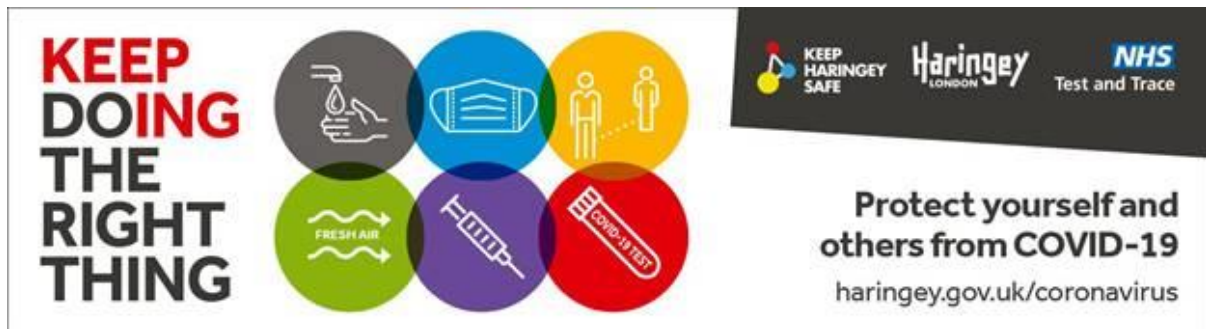
Building Control Department  
Housing, Regeneration and Planning  
Planning, Building Standards & Sustainability  
Level 1  
40 Cumberland Road  
LONDON N22 7SG  
**Telephone:** 0208 489 5504  
**Email:** [building.control@haringey.gov.uk](mailto:building.control@haringey.gov.uk)

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COVID-19 is spread from person to person - and we have a greater chance of picking it up the closer we are to someone.

Getting a test is one way of helping to reduce the spread of the virus within our communities.

Tests are quick, painless and free at various rapid testing centres across London.

Please find further information and details of the information on the sites [here](#)

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## Building Control

Robert McIver Head of Building Control



Haringey Licensing Department  
River Park House  
225 High Road  
London  
N22 8HQ

**Your ref:**  
**Our ref** LL001/LL/0000/1109/  
**Date:** 16 March 2022  
**Contact Name:** Mr P Chenier  
**Direct Line:** 020 8489 5136

Dear Sir/Madam

### **LICENSING ACT 2003**

**Location: The Cause 15 - 19 Garman Road Tottenham London Haringey N17 0UR**

**Proposal: Premises Licence Application : Music & Dance & Anything similar**

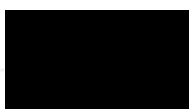
I refer to the above application for a premises License received in this office **11 March 2022**, in respect of the above premises.

The details have been checked for compliance with the requirements of the Regulations and other related legislation. This application has not shown to achieve the minimum standards required under the Technical Standards for Places of Entertainment, as set out in the attached schedule.

The Building Control department, would therefore like to make **Representation**, as Responsible Authority under the Licensing Act 2003, with reference to the Licensing objective for the **Protection of Public Safety**.

Should you wish to discuss this matter further please contact this office.

Yours faithfully



**P. Chenier**  
**Principal Building Surveyor**



LL001MAUG2021

River Park House  
Level 6 - 225 High Road  
London N22 8HQ  
building.control@haringey.gov.uk  
T 020 8489 5504

Date: 16 March 2022

**LICENSING ACT 2003**

**Location: The Cause 15 - 19 Garman Road Tottenham London Haringey N17 0UR**

**Proposal: Premises Licence Application : Music & Dance & Anything similar**

1. Floors not shown to have a class 0 surface spread of flame.
2. Details of fireproof furnishings not provided.
3. No details of floor coverings and underlays provided to show compliance with British Standard BS5438-1989 and tested to BS 4790 or Class 0.
4. No details provided to demonstrate that all fabrics, curtains, drapes and similar features in the main areas are either be non-combustible or be of durably or inherently flame-retarded fabric.
5. No details provided showing that any fabrics used in escape routes, other than foyers, entertainment areas or function rooms, are non-combustible.
6. No details of Input or output ventilation provided.
7. No heating provision details have been submitted.
8. Details of the electrical installation including cabling type and protection have not been provided. management lighting details have been provided.
9. Insufficient sanitary accommodation shown.

**From:** Rhys Rose <

**Sent:** 31 March 2022 08:00

**To:** Haringey Building Control <Control.HaringeyBuilding@haringey.gov.uk>; Licensing <Licensing.Licensing@haringey.gov.uk>

**Cc:** Eugene Wild <

**Subject:** Re: FW: LL/0000/1109 - The Cause 15 - 19 Garman Road Tottenham London Haringey N17  
OUR

Dear Pierre, Licensing & Building Control Teams,

The following email details the response to the representation made by Pierre Chenier of the Haringey Council Building Control Department on the 16<sup>th</sup> March 2022 as Responsible Authority under the Licensing Act 2003, with reference to the Licensing objective for the **Protection of Public Safety**.

A meeting was arranged with Pierre Chenier to discuss the concerns raised in the representation and work out suitable additional conditions to be added to the licence to mitigate against the issues raised.

During the meeting guidance was given as to the expected standards and we were asked to draft additional conditions to be added to the schedule under "The Protection of Public Safety" section in response to the 9 points raised. These proposed conditions are drafted below for approval or amendment by Building Control and are highlighted in **bold**, notes in *italics* and the original representation in standard text need not be added to the schedule.

1. Floors not shown to have a class 0 surface spread of flame.

*At present the flooring throughout the premises is all concrete, any repairs or additions will be carried out with specific reference to the proposed condition below:*

**All floors and floor finishes must have a class 0 surface spread of flame.**

2. Details of fireproof furnishings not provided.

*At present there are no furnishings in the premises, the proposed condition to manage this is:*

**Any new furnishings purchased or installed will be compliant with The Furniture and Furnishings (Fire Safety) Regulations 1988 (amended 1989, 1993 and 2010)**

3. No details of floor coverings and underlays provided to show compliance with British Standard BS5438-1989 and tested to BS 4790 or Class 0.

*At present there are no floor coverings or underlays, the proposed condition to manage this is:*

**Any floor coverings and underlays installed must show compliance with British Standard BS5438-1989 and tested to BS 4790 or Class 0.**

4. No details provided to demonstrate that all fabrics, curtains, drapes and similar features in the main areas are either be non-combustible or be of durably or inherently flame-retarded fabric.

*At present there are no fabrics, curtains, drapes and similar features in the main areas, the proposed condition to manage this is:*

**All fabrics, curtains, drapes and similar features in the main areas are either to be non-combustible or be of durably or inherently flame-retarded fabric in line with the guidance in the “Technical Standards for places of Entertainment”**

5. No details provided showing that any fabrics used in escape routes, other than foyers, entertainment areas or function rooms, are non-combustible.

*At present there are no fabrics used in escape routes, other than foyers, entertainment areas or function rooms, the proposed condition to manage this is:*

**All fabrics used in escape routes, other than foyers, entertainment areas or function rooms, must be non-combustible in line with the guidance in the “Technical Standards for places of Entertainment”**

6. No details of Input or output ventilation provided.

*At present there is no mechanical input or output ventilation, the proposed condition to manage this is:*

**Mechanical input & output ventilation will be installed in line with the guidance in the “Technical Standards for places of Entertainment”**

7. No heating provision details have been submitted.

*At present there is no heating provision, the proposed condition to manage this is:*

**Heating provision will be installed in line with the guidance in the “Technical Standards for places of Entertainment”**

8. Details of the electrical installation including cabling type and protection have not been provided. management lighting details have been provided.

*At present the electrical install on site is not to the standard required, new power supply, house & emergency lighting will be installed throughout, with specific consideration given to fireproof cabling and plans of the install will be available on completion, the proposed condition to manage this is:*

**Any new electrical & lighting install will be completed in line with the guidance in the “Technical Standards for places of Entertainment”, with specific consideration given to fireproof cabling and plans of the install will be available on completion.**

9. Insufficient sanitary accommodation shown.

**Sufficient sanitary accommodation shall be calculated and installed in line with the guidance in the “Technical Standards for places of Entertainment”**

Apologies for the delay in getting this to you, I had to take a couple of personal days away from work this week, I look forward to your response.

Rhys John Rose  
Operations



On Fri, 18 Mar 2022 at 17:46, Haringey Building Control  
<[Control.HaringeyBuilding@haringey.gov.uk](mailto:Control.HaringeyBuilding@haringey.gov.uk)> wrote:

Dear Mr Rose,

Thank you for your email.

If you would like to come to my office at 40 Cumberland Road LONDON N22 7SG for 10am this coming Tuesday, then we can discuss the scheme.

Regards

Pierre Chénier

**Principal Building Surveyor**

Building Control Department

Housing, Regeneration and Planning

Planning, Building Standards & Sustainability

Level 1

40 Cumberland Road

LONDON N22 7SG

Telephone: 0208 489 5136

Email: [pierre.chenier@haringey.gov.uk](mailto:pierre.chenier@haringey.gov.uk)

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COVID-19 is spread from person to person - and we have a greater chance of picking it up the closer we are to someone.

Getting a test is one way of helping to reduce the spread of the virus within our communities.

Tests are quick, painless and free at various rapid testing centres across London.

Please find further information and details of the information on the sites [here](#)

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**From:** Rhys Rose <[rhys@supportthecause.co.uk](mailto:rhys@supportthecause.co.uk)>  
**Sent:** 18 March 2022 15:57  
**To:** Stuart Glen <[stuart@supportthecause.co.uk](mailto:stuart@supportthecause.co.uk)>; Haringey Building Control <[Control.HaringeyBuilding@haringey.gov.uk](mailto:Control.HaringeyBuilding@haringey.gov.uk)>; Licensing <[Licensing.Licensing@haringey.gov.uk](mailto:Licensing.Licensing@haringey.gov.uk)>  
**Cc:** Eugene Wild <[eugene@supportthecause.co.uk](mailto:eugene@supportthecause.co.uk)>  
**Subject:** Re: FW: LL/0000/1109 - The Cause 15 - 19 Garman Road Tottenham London Haringey N17 0UR

Dear Pierre,

Further to our conversation on the phone today Eugene and I would like to meet with you on Tuesday morning to discuss the proposed works required to bring the site up to yellow book standards and work out a way forward with regards the licence application. Once you have been briefed in our proposal we would like to work with you to have appropriate conditions added for fulfillment prior to opening once the licence is granted.

Yours

Rhys John Rose

Consultant

The Cause

07887776788

On Wed, 16 Mar 2022, 18:51 Stuart Glen, <[stuart@supportthecause.co.uk](mailto:stuart@supportthecause.co.uk)> wrote:

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

**From:** Licensing <[Licensing.Licensing@haringey.gov.uk](mailto:Licensing.Licensing@haringey.gov.uk)>  
**Date:** Wed, 16 Mar 2022, 18:15  
**Subject:** FW: LL/0000/1109 - The Cause 15 - 19 Garman Road Tottenham London Haringey N17 0UR  
**To:** Stuart Glen <  
**Cc:** Licensing <[Licensing.Licensing@haringey.gov.uk](mailto:Licensing.Licensing@haringey.gov.uk)>

Please see attached representation.

Regards

Licensing Team

**From:** Evangelides Antoinette <[Antoinette.Evangelides@haringey.gov.uk](mailto:Antoinette.Evangelides@haringey.gov.uk)> **On Behalf Of** Haringey Building Control  
**Sent:** 16 March 2022 16:11  
**To:** Licensing <[Licensing.Licensing@haringey.gov.uk](mailto:Licensing.Licensing@haringey.gov.uk)>  
**Subject:** LL/0000/1109 - The Cause 15 - 19 Garman Road Tottenham London Haringey N17 0UR

Dear Sir / Madam

Please find attached correspondence in respect of the above address. Should you have any queries please contact [building.control@haringey.gov.uk](mailto:building.control@haringey.gov.uk)

Building Control Department

Housing, Regeneration and Planning

Planning, Building Standards & Sustainability

Level 1

40 Cumberland Road

LONDON N22 7SG

**Telephone:** 0208 489 5504

**Email:** [building.control@haringey.gov.uk](mailto:building.control@haringey.gov.uk)

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[facebook.com/haringeycouncil](https://facebook.com/haringeycouncil)

COVID-19 is spread from person to person - and we have a greater chance of picking it up the closer we are to someone.

Getting a test is one way of helping to reduce the spread of the virus within our communities.

Tests are quick, painless and free at various rapid testing centres across London.

Please find further information and details of the information on the sites [here](#)

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**TWININGS**  
SECURITY & CONSULTANCY

AW House



To whom it may concern

Further to the application for a premises license at 15-19 Garmin Road, N17; We have been the Cause's security company since 2019 and during this time we have had minimum incidents while working at this Venue; as such we would like to add our support to the license application submitted.

As a security company, our team are trained above the minimum standard set out by the sia;

- Staff are trained to a minimum of Basic life support; this qualification is refreshed annually
- We provide a qualified medical team (EMT); The medic team have a minimum of a FREC 3, FPOSI Level 4, MIRA, PHTLS, TECC and ILS
- The Head Door holds a minimum of an ILS qualification
- All staff are regularly trained in Ask Angela and WAVE
- All Security Staff attend monthly in-house training, this includes (but is not limited to); Customer support, Conflict Management, Use of Body Worn Cameras and Data protection, Mental health First Aid Awareness, Safeguarding, First Aid refreshers, Statement writing, Ask Angela and WAVE, Search procedures, ACT 1 and ACT 2, Fire Marshall.
- We deploy breathalysers to medic team, and these are used if we believe a customer or a potential customer are over intoxicated, this also allows us to provide welfare to intoxicated customers before they leave. This reduces the risk of harm and incidents.
- Welfare Teams are provided to monitor the crowd inside the venue ensuring that any customers at risk are brought to the attention of the security and medic teams for monitoring
- We have a Welfare/Medic room where customers can attend for quiet space, medical attention and welfare. Water and blankets are available here, as well as monitoring from our qualified medic team
- At all times we try our best to contact friends and family of vulnerable customers however this is not always possible. If this is the case, the customer is closely monitored until they are safe to leave the venue, and then our security team ensures they leave via a licensed Taxi/Mini Cab.
- Body Worn Cameras are deployed to the security team; this uploads immediately and is available immediately upon upload to authorities if requested. Any incidents that have been captured are evidenced and held on the system for a minimum 18 months.
- Daily log books and incident report books are kept on site
- All security team should have a pocket note book to note anything of concern immediately/as soon as possible.

Having a well trained security team at this address, can also help to address localised crime, as the high vis presence can be a deterrent, along with the training our team receives and the BWC worn.

Kind Regards

Gary Twining-Wright M.ISRM FPMemNFPS MCoROM  
Director  
Twinings Security and Consultancy LTD

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