

## NOTICE OF MEETING

# LICENSING SUB COMMITTEE

Thursday, 16th December, 2021, 7.00 pm – MS Teams ([watch it here](#))

**Members:** Councillors Gina Adamou (Chair), Luke Cawley-Harrison, Yvonne Say

**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

The Chair will consider the admission of any late items of Urgent Business. (Late items will be considered under the agenda item where they appear. New items will be dealt with under item 7 below).

### 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 Committee will first hear from the Licensing Officer. After that, the objectors will present their case and the Committee and applicant will have the opportunity to ask questions. Then, the applicant will present their application and the Committee and objectors will have the opportunity to ask questions.

All parties will then have the opportunity to sum up, and then the meeting will conclude to allow the Committee to deliberate and reach a decision. This decision will then be provided in writing within five working days of this meeting.

## **6. APPLICATION FOR A NEW PREMISES LICENCE FOR THE ARCHIVES, UNIT 10, HIGH CROSS CENTRE, FOUNTAYNE ROAD, TOTTENHAM, LONDON, N15 4QL (PAGES 1 - 76)**

To consider an application for a new premises licence.

## **7. NEW ITEMS OF URGENT BUSINESS**

To consider any items of urgent business as identified at item 3.

Nazyer Choudhury, Principal Committee Co-ordinator  
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Fiona Alderman  
Head of Legal & Governance (Monitoring Officer)  
River Park House, 225 High Road, Wood Green, N22 8HQ

Wednesday, 08 December 2021

**Report for:** Licensing Sub Committee – 16<sup>th</sup> December 2021

**Title:** Application for a New Premises Licence – The Archives, Unit 10, High Cross Centre, Fountayne Road, Tottenham, London, N15 4QL

**Report authorised by:** Daliah Barrett, Licensing Team Leader, Regulatory Services

**Ward(s) affected:** Tottenham Hale

**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 Full Steam Trading Ltd.
- 1.2. The application seeks the following:

**Regulated Entertainment: Plays, Films, Live Music, Recorded Music, Performance of Dance and anything of a similar description**

Monday to Sunday	1000 to 0600 hours on Ground Floor 1000 to 0200 hours on 5 <sup>th</sup> Floor 1000 to 2230 hours on Roof Terrace
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<b>Late Night Refreshment</b>	Monday to Sunday 2300 to 0500 hours on Ground Floor 2300 to 0230 on 5 <sup>th</sup> Floor
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<b>Supply of Alcohol</b> Monday to Sunday	1000 to 0600 hours on Ground Floor 1000 to 0200 hours on 5 <sup>th</sup> Floor 1000 to 2230 hours on Roof Terrace
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Supply of alcohol **ON** and **OFF** the premises.

<b>Hours open to Public</b> Monday to Sunday	0800 to 0630 hours
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- 1.3. The application is set out at **Appendix 1** to the report.
- 1.4. Representations have been received from the Noise Team, Public Health and Building Control Responsible Authorities, as set out in **Appendix 2**.
- 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 is a large warehouse site, the applicants wish to operate a multi purpose event space from this location. Information brochures used for the Planning process are attached at Appendix 3.

## **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, the 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. Applications shall only be granted where the Licensing Authority is satisfied the grant of the licence would not harm the licensing objectives following a hearing. Where relevant representations are made, the Licensing Authority will also have particular consideration to the hours requested for sales of alcohol. Persons who are alcohol-dependant may be drawn to particular premises if they are licensed to sell alcohol at earlier or later times than other premises. Additionally, if there are issues related to late-night disorder, the hours for alcohol sales from the premises may be restricted. Other conditions may be imposed directed at avoiding problematic street drinking in the vicinity of the premises. Another



particular concern will be irresponsible drink promotions that do not follow best practice, would appeal to underage drinkers or street drinkers, or encourage excessive consumption.

- 3.5. 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.
- 3.6. 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.
- 3.7. 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. 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 Council's Statement of Licensing Policy generally expects applicants to address the licensing objectives and discuss how to do this with the relevant responsible authorities.

#### **4. Licensing hours**

- 4.1. 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**

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- 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**

- 6.1. 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'.

## **7. Human Rights**

- 7.1. 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.

## **8. Use of Appendices**

Appendix 1 – Application Form

Appendix 2 – LA Responsible Authority Representations

Appendix 3 – Brochures

## **9. Background papers**

Section 82 Guidance

Haringey Statement of Licensing Policy

# Appendix 1

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**Application for a premises licence to be granted under the Licensing Act 2003**

**PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST**

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We Full Steam Trading Ltd

*(Insert name(s) of applicant)*

**apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003**

**Part 1 – Premises details**

Postal address of premises or, if none, ordnance survey map reference or description The Archives Unit 10 High Cross Centre Fountayne Road			
<b>Post town</b>	London	<b>Postcode</b>	N15 4QL

Telephone number at premises (if any)	n/a
Non-domestic rateable value of premises	£116,946 (Band D)

**Part 2 - Applicant details**

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

**Please tick as**

- |  |                          |                             |
|--|--------------------------|-----------------------------|
| a) an individual or individuals *                    | <input type="checkbox"/> | please complete section (A) |
| b) a person other than an individual *               |                          |                             |
| i as a limited company/limited liability partnership | <input type="checkbox"/> | please complete section (B) |
| ii as a partnership (other than limited liability)   | <input type="checkbox"/> | please complete section (B) |
| iii as an unincorporated association or              | <input type="checkbox"/> | please complete section (B) |
| iv other (for example a statutory corporation)       | <input type="checkbox"/> | please complete section (B) |
| c) a recognised club                                 | <input type="checkbox"/> | please complete section (B) |

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

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

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or
- I am making the application pursuant to a
  - statutory function or
  - a function discharged by virtue of Her Majesty's prerogative

**(A) INDIVIDUAL APPLICANTS** (fill in as applicable)

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

**SECOND INDIVIDUAL APPLICANT** (if applicable)

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

**(B) OTHER APPLICANTS**

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

<b>Name</b> Full Steam Trading Ltd
<b>Address</b> The Archives Unit 10 High Cross Centre London United Kingdom N15 4BE
<b>Registered number (where applicable)</b> 12960814

Description of applicant (for example, partnership, company, unincorporated association etc.) Company
Telephone number (if any) +44(0) 2081 757583
E-mail address (optional) [REDACTED]

**Part 3 Operating Schedule**

When do you want the premises licence to start?

DD	MM	YYYY
A	S	A P

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

DD	MM	YYYY

Please give a general description of the premises (please read guidance note 1)  
A licensed cafe bar, café and multi-purpose event space.

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.

n/a
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What licensable activities do you intend to carry on from the premises?

(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

- |  |                                     |
|--|-------------------------------------|
| Provision of regulated entertainment (please read guidance note 2)   | Please tick all that apply          |
| a) plays (if ticking yes, fill in box A)                             | <input checked="" type="checkbox"/> |
| b) films (if ticking yes, fill in box B)                             | <input checked="" type="checkbox"/> |
| c) indoor sporting events (if ticking yes, fill in box C)            | <input type="checkbox"/>            |
| d) boxing or wrestling entertainment (if ticking yes, fill in box D) | <input type="checkbox"/>            |
| e) live music (if ticking yes, fill in box E)                        | <input checked="" type="checkbox"/> |



- f) recorded music (if ticking yes, fill in box F)
- g) performances of dance (if ticking yes, fill in box G)
- h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)

**Provision of late night refreshment** (if ticking yes, fill in box I)

**Supply of alcohol** (if ticking yes, fill in box J)

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

**A**

<b>Plays</b> Standard days and timings (please read guidance note 7)			<b><u>Will the performance of a play take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
		06:00		Both	<input checked="" type="checkbox"/>
Mon	10:00			<b><u>Please give further details here</u></b> (please read guidance note 4) On the Ground floor from 1000 to 0600 the following morning. On the 5 <sup>th</sup> floor from 1000 to 0200 the following morning On the Roof Terrace from 1000 to 2230.	
Tue	10:00	06:00			
Wed	10:00	06:00			
Thur	10:00	06:00			
Fri	10:00	06:00			
Sat	10:00	06:00			
Sun	10:00	06:00			

## B

Films Standard days and timings (please read guidance note 7)			Will the exhibition of films take place <b>indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input type="checkbox"/>		
Day	Start	Finish		Outdoors	<input type="checkbox"/>		
				Both	<input checked="" type="checkbox"/>		
Mon		06:00	<b>Please give further details here</b> (please read guidance note 4) On the Ground floor from 1000 to 0600 the following morning. On the 5 <sup>th</sup> floor from 1000 to 0200 the following morning On the Roof Terrance from 1000 to 2230.				
		10:00					
Tue		06:00					
		10:00					
Wed		06:00		<b>State any seasonal variations for the exhibition of films</b> (please read guidance note 5)			
		10:00					
Thur		06:00					
		10:00					
Fri		06:00			<b>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
		10:00					
Sat		06:00					
		10:00					
Sun		06:00					
		10:00					

C

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

D

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

E

<b>Live music</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of live music take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<p><b>Please give further details here (please read guidance note 4)</b> Live music on the Ground floor from 1000 to 0600 the following morning. Live music on the 5<sup>th</sup> floor from 1000 to 0200 the following morning Live music on the Roof Terrance from 1000 to 2230.</p> <p><b>State any seasonal variations for the performance of live music</b> (please read guidance note 5)</p> <p><b>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</b> (please read guidance note 6)</p>		
Mon		06:00			
	10:00				
Tue		06:00			
	10:00				
Wed		06:00			
	10:00				
Thur		06:00			
	10:00				
Fri		06:00			
	10:00				
Sat		06:00			
	10:00				
Sun		06:00			
	10:00				

F

Recorded music Standard days and timings (please read guidance note 7)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4) Recorded music on the Ground floor from 1000 to 0600 the following morning. Recorded music on the 5 <sup>th</sup> floor from 1000 to 0200 the following morning Recorded music on the Roof Terrace from 1000 to 2230.  <b>State any seasonal variations for the playing of recorded music</b> (please read guidance note 5)          <b>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Mon		06:00			
	10:00				
Tue		06:00			
	10:00				
Wed		06:00			
	10:00				
Thur		06:00			
	10:00				
Fri		06:00			
	10:00				
Sat		06:00			
	10:00				
Sun		06:00			
	10:00				

G

Performances of dance Standard days and timings (please read guidance note 7)			<b>Will the performance of dance take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Mon		06:00		<b>Please give further details here</b> (please read guidance note 4) Performance of Dance on the Ground floor from 1000 to 0600 the following morning.	
	10:00				
Tue		06:00	Performance of Dance on the 5 <sup>th</sup> floor from 1000 to 0200 the following morning Performance of Dance on the Roof Terrance from 1000 to 2230.		
	10:00				
Wed		06:00	<b>State any seasonal variations for the performance of dance</b> (please read guidance note 5)		
	10:00				
Thur		06:00			
	10:00				
Fri		06:00	<b>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
	10:00				
Sat		06:00			
	10:00				
Sun		06:00			
	10:00				

H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	<b><u>Will this entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
Mon		06:00		Outdoors	<input type="checkbox"/>
	10:00			Both	<input checked="" type="checkbox"/>
Tue		06:00	<b><u>Please give further details here</u></b> (please read guidance note 4) On the Ground floor from 1000 to 0600 the following morning. On the 5 <sup>th</sup> floor from 1000 to 0200 the following morning On the Roof Terrace from 1000 to 2230.		
	10:00				
Wed		06:00			
	10:00				
Thur		06:00	<b><u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u></b> (please read guidance note 5)		
	10:00				
Fri		06:00			
	10:00				
Sat		06:00	<b><u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
	10:00				
Sun		06:00			
	10:00				



I

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon		05:00	<b>Please give further details here</b> (please read guidance note 4) Late Night Refreshment on the Ground floor from 2300 to 0500 the following morning. Late Night Refreshment on the 5 <sup>th</sup> floor from 2300 to 0230 the following morning		
	23:00				
Tue		05:00			
	23:00				
Wed		05:00	<b>State any seasonal variations for the provision of late night refreshment</b> (please read guidance note 5)		
	23:00				
Thur		05:00			
	23:00				
Fri		05:00	<b>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</b> (please read guidance note 6)		
	23:00				
Sat		05:00			
	23:00				
Sun		05:00			
	23:00				

J

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 7)			<b>Will the supply of alcohol be for consumption – please tick</b> (please read guidance note 8)	On the premises	<input type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 5) Sale of alcohol on the Ground floor from 1000 to 0600 the following morning. Sale of alcohol on the 5 <sup>th</sup> floor from 1000 to 0200 the following morning Sale of alcohol on the Roof Terrance from 1000 to 2230.  <b>Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Mon		06:00			
	10:00				
Tue		06:00			
	10:00				
Wed		06:00			
	10:00				
Thur		06:00			
	10:00				
Fri		06:00			
	10:00				
Sat		06:00			
	10:00				
Sun		06:00			
	10:00				

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

<b>Name</b> Mark Geoffrey Hunter	
<b>Date of birth</b> ██████████	
<b>Address</b> ██████████ ██████████	
<b>Postcode</b>	██████████
<b>Personal licence number (if known)</b> ██████████	
<b>Issuing licensing authority (if known)</b> Sunderland City Council	

K

**Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children** (please read guidance note 9).

No entertainment, performance, service or exhibition involving nudity or sexual stimulation which would come within the definition of a sex establishment as defined in Schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982 as amended by the Police and Crime Act 2009, shall be provided.

L

<p><b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 7)</p>			<p><b>State any seasonal variations</b> (please read guidance note 5)</p>
Day	Start	Finish	<p><b>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</b> (please read guidance note 6)</p>
Mon		06:30	
	08:00		
Tue		06:30	
	08:00		
Wed		06:30	
	08:00		
Thur		06:30	
	08:00		
Fri		06:30	
	08:00		
Sat		06:30	
	08:00		
Sun		06:30	
	08:00		

**M**

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

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

Please see attached.

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

Please see attached.

**c) Public safety**

Please see attached.

**d) The prevention of public nuisance**

Please see attached.

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

Please see attached.

**Checklist:**

**Please tick to indicate agreement**

- I have made or enclosed payment of the fee.
- I have enclosed the plan of the premises.
- I have sent copies of this application and the plan to responsible authorities and others where applicable – ONLINE APPLICATION
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.
- I understand that I must now advertise my application.
- I understand that if I do not comply with the above requirements my application will be rejected.
- [~~Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships~~] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).



**IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.**

**IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.**

**Part 4 – Signatures** (please read guidance note 11)





**Signature of applicant or applicant’s solicitor or other duly authorised agent** (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

<b>Declaration</b>	<ul style="list-style-type: none"> <li>• <del>[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).</del> _____</li> <li>• The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)</li> </ul>
--------------------	--

Signature	
	13 / 10 / 21
Capacity	DIRECTOR

**For joint applications, signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant's solicitor or other authorised agent (please read guidance note 13). If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14) Paul Uren TLT Solicitors One Redcliff Street			
Post town	Bristol	Postcode	
Telephone number (if any)	+ 		
 your e-mail address (optional)			
			

THE ARCHIVES  
Unit 10  
High Cross Centre  
1 Fountayne Road  
London N15 4QL

## Draft Operating Schedule and Proposed Hours of Operation

---

### **Proposed opening hours**

- Monday to Sunday – 0800 to 0630

### **Hours for the provision of licensable activities**

- Ground floor
  - Sale of alcohol – 1000 to 0600
  - Provision of regulated entertainment – 1000 to 0600
  - Late night refreshment – 2300 to 0500
- 5<sup>th</sup> Floor
  - Sale of alcohol – 1000 to 0200
  - Provision of regulated entertainment – 1000 to 0200
  - Late night refreshment – 2300 to 0230
- Roof terrace
  - Sale of alcohol 1000 to 2230
  - Provision of regulated entertainment – 1000 to 2230

**Schedule of propose conditions**

1. The premises shall operate as a licensed cafe bar, café and multi-purpose event space
2. The approved arrangements at the premises, including means of escape provisions, emergency warning equipment, the electrical installation and mechanical equipment, shall at all material times be maintained in good condition and full working order.
3. The means of escape provided for the premises shall be maintained unobstructed, free of trip hazards, be immediately available and clearly identified in accordance with the plans provided.
4. The licensee shall install and maintain a comprehensive CCTV system as per the minimum requirements of a Metropolitan Police Crime Prevention Officer.
  - (a) All entry and exit points will be covered enabling frontal identification of every person entering in any light condition.
  - (b) The CCTV system shall as a minimum continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises.
  - (c) All recordings shall be stored for a minimum period of 31 days with date and time stamping.
  - (d) Recordings shall be provided immediately upon the request of Police or authorised officer throughout the preceding 31day period.
5. No less than one member of staff who is able to operate the CCTV system shall be on the premises at all times.
6. The licence holder shall ensure that any queue to enter the premises which forms outside the premises is orderly and does not cause a nuisance or disturbance
7. An incident log shall be kept at the premises, and made available on request to an authorised officer of the Council or the Police, which will as a minimum record the following:
  - (a) all crimes reported to the venue
  - (b) all ejections of patrons
  - (c) any complaints received
  - (d) any incidents of disorder
  - (e) seizures of drugs or offensive weapons
  - (f) any faults in the CCTV system or searching equipment or scanning equipment

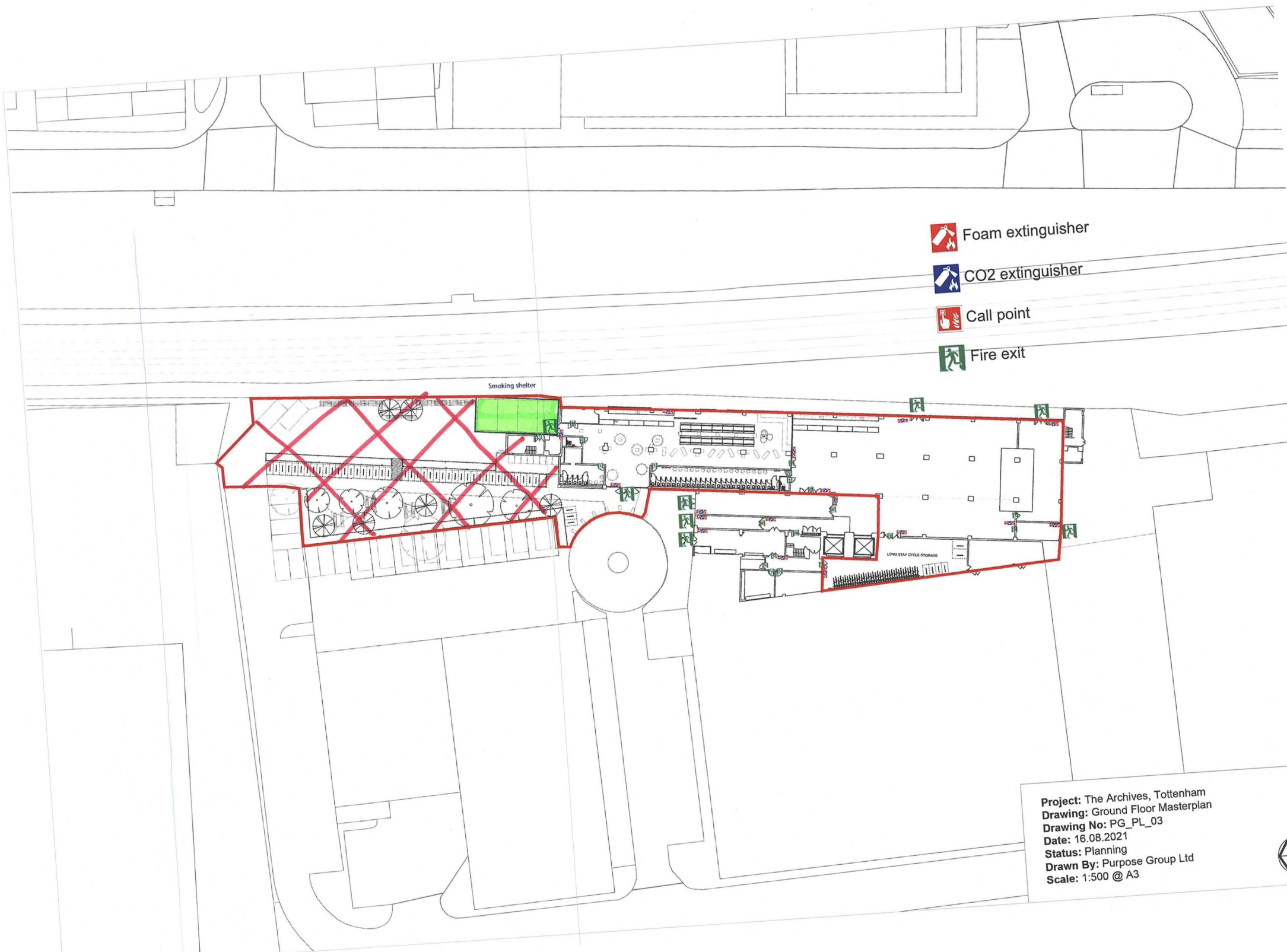



- (g) any refusal of the sale of alcohol
  - (h) any visit by a relevant authority or emergency service.
8. A record shall be kept detailing all refused sales of alcohol.
  9. The refusals book will be maintained at the premises and will be available for immediate inspection upon request by a representative of the statutory authorities upon request.
  10. Such refusals book to is to be inspected and signed by the DPS or, in the absence of the DPS, by an alternative member of store management at intervals not exceeding seven days.
  11. All occasions when persons have been refused service shall be recorded and kept at the premises for not less than 12 months after the last entry recorded.
  12. Alcohol may be sold from permanent bars as shown on the deposited plans and from temporary pop up bars.
  13. The positioning of any temporary bar shall be within the licensed area as shown on the deposited plan.
  14. The positioning of any temporary bar will be risked assessed by the licence holder and their location will be in such a place/places so as not to impede/hinder or prevent access/egress to or from the premises or through escape routes.
  15. A copy of the risk assessment shall be kept on site and made available to authorised representatives of the police and licensing authority on request
  16. Any sales of alcohol for consumption off the premises shall be in sealed containers only
  17. No entertainment, performance, service or exhibition involving nudity or sexual stimulation which would come within the definition of a sex establishment as defined in Schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982 as amended by the Police and Crime Act 2009, shall be provided.
  18. All external doors and windows shall be kept closed, other than for access and egress, when regulated entertainment is taking place on the premises
  19. Clear and prominent notices shall be displayed and maintained at all exits in a place where they can be seen and easily read by customers requiring customers to leave the premises and the area quietly.


20. Where a person appears to be under the age of 25 identification in the form of a passport, photo driving licence or a proof of age card bearing the PASS hologram will be sought and if not provided service of alcohol shall be refused.
21. Prominent, clear notices shall be displayed at the point of entry to the premises and in a suitable location at any points of sale indicating that where a person appears to be under the age of 25 identification will be sought and if not provided service of alcohol will be refused.
22. The provision of door supervisors at the premises shall be risk assessed.
23. A copy of the risk assessment shall be kept on the premises and made available to the police and representatives of the responsible authorities on request
24. Where door supervisors are employed, the licensee/management shall record the following details of each door supervisor;
  - (a) full name,
  - (b) home address and contact telephone number,
  - (c) SIA registration number, and
  - (d) the time/date of employment of any door supervisor(s) employed at the premises.
25. Where door supervisor(s) are provided by an agency the name, business address and contact telephone number will also be recorded. These records are to be maintained for no less than 6 months
26. The mobile bars highlighted blue on the plans attached to the licence may be repositioned within the café and/or event space at any time, subject to compliance with the conditions attached to this licence
27. Any alcohol sold for consumption off the premises, in the external area as shown on the approved plans that attach to the licence, shall be in plastic/poly carb/or such other alternative container as may be notified to the Police and Licensing Authority
28. The premises licence holder will devise, record and implement a dispersal strategy a copy of which will be kept on the premises and made available to the any member of a responsible authority on request


29. The dispersal policy will be reviewed, updated and amended as appropriate at least once every 12 months and a copy of the revised dispersal policy shall be provided to any of the responsible authorities on request
30. The premises licence holder will devise, record and implement a noise management plan, a copy of which will be kept on the premises and made available to any member of the responsible authorities on request.
31. The noise management plan will be reviewed, updated and amended as appropriate at least once every 12 months and a copy of the revised noise management plan shall be provided to any of the responsible authorities on request
32. The provision of licensable activities on the 5<sup>th</sup> floor shall cease at 0200 and the 5th floor shall be cleared of customers by no later than 0230
33. The provision of licensable activities on the roof terrace shall cease at 2230 and the roof terrace shall be cleared of customers by no later than 2300
34. Save for those patrons already on the premises who wish to leave for the purposes of smoking there shall be no entry or re-entry to the premises after 0200
35. The area to be used of smokers post 2300 shall be in the area highlighted green on the plan deposited with the licensing authority.
36. A member of door security will be position in the smoking area post 2300
37. The external seating area cross hatched red on plan deposited with the licensing authority shall be cleared of patrons by no later than 2300
38. Customers must not be permitted to remove from the premises late night refreshment provided at the premises.
39. All off sales of alcohol shall be in sealed containers.

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 Foam extinguisher

 CO2 extinguisher

 Call point

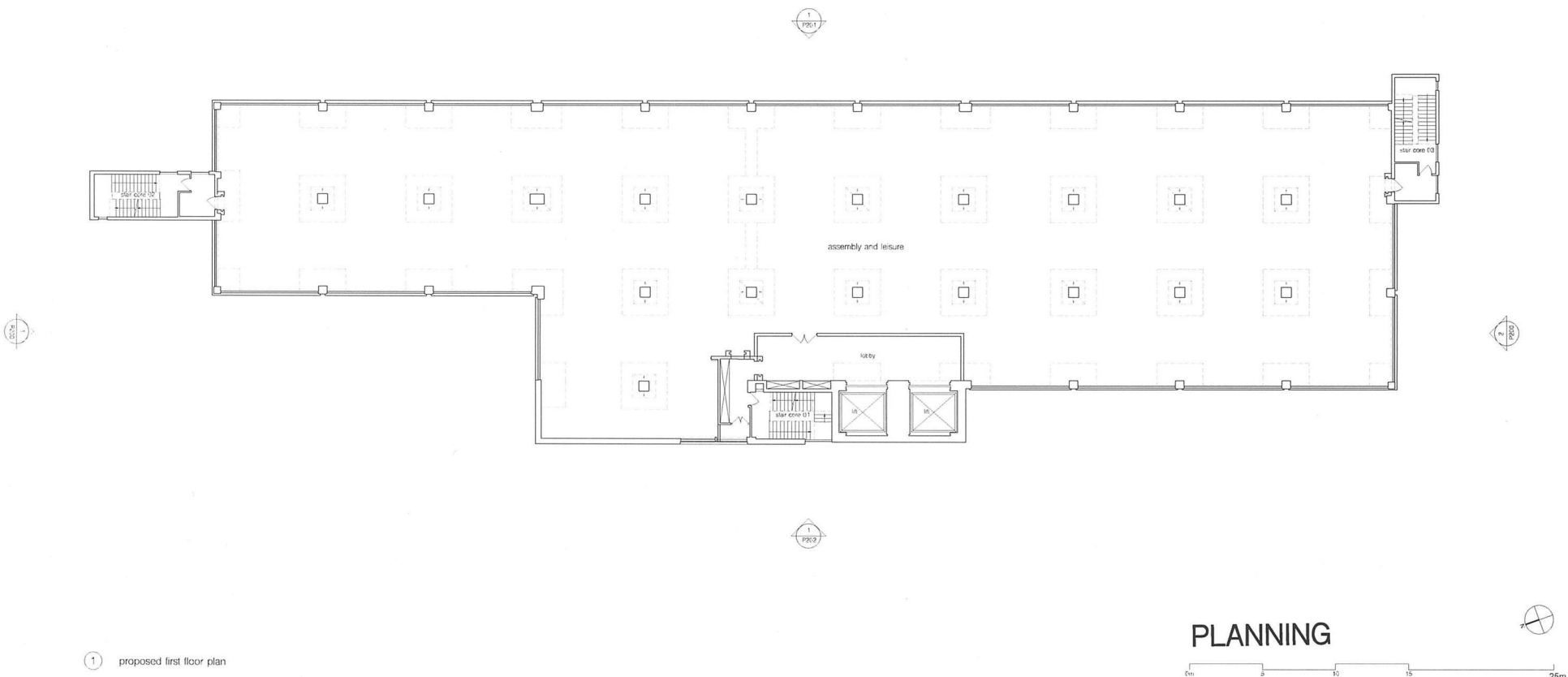
 Fire exit

Smoking shelter

LONG STAY CYCLE STORAGE

Project: The Archives, Tottenham  
Drawing: Ground Floor Masterplan  
Drawing No: PG\_PL\_03  
Date: 16.08.2021  
Status: Planning  
Drawn By: Purpose Group Ltd  
Scale: 1:500 @ A3



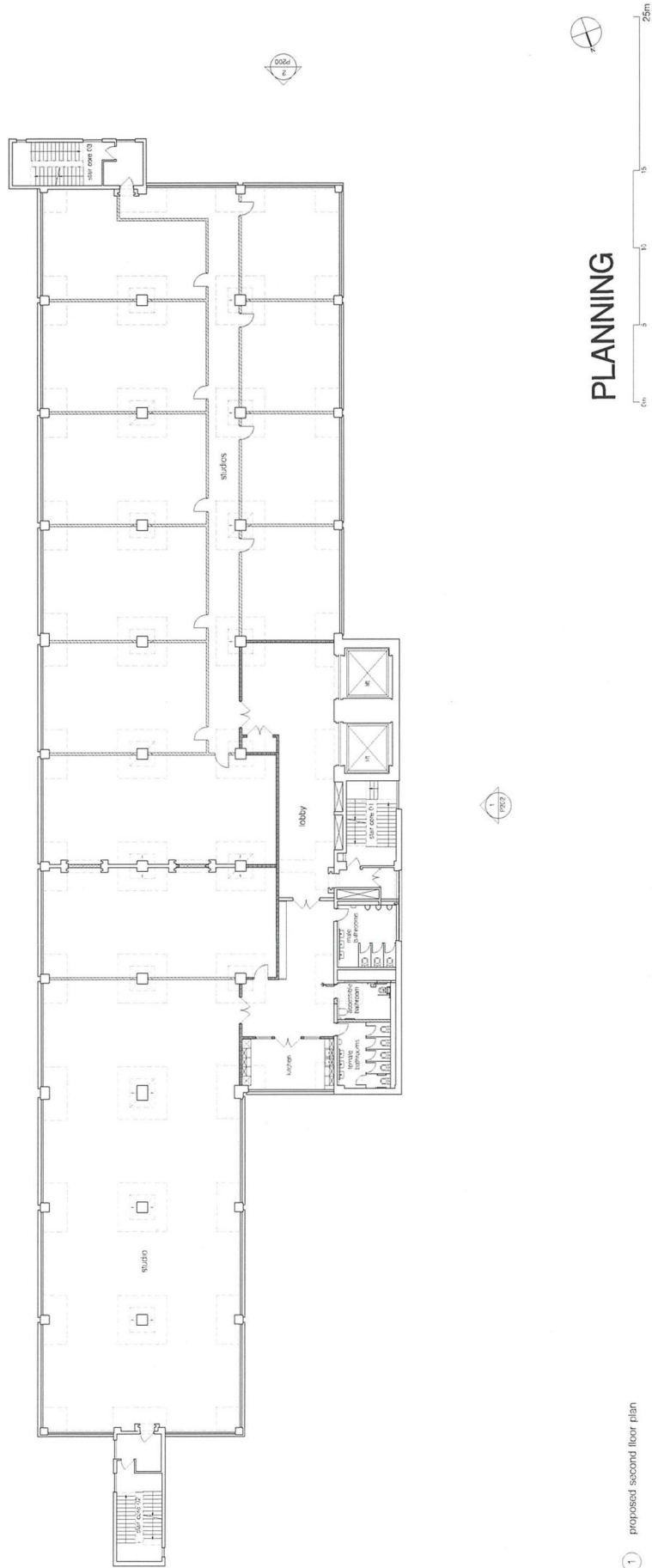


1 proposed first floor plan

rev.	date	revisions	notes
A	19.01.21	2nd phase planning application	

All information subject to design development and site verification.  
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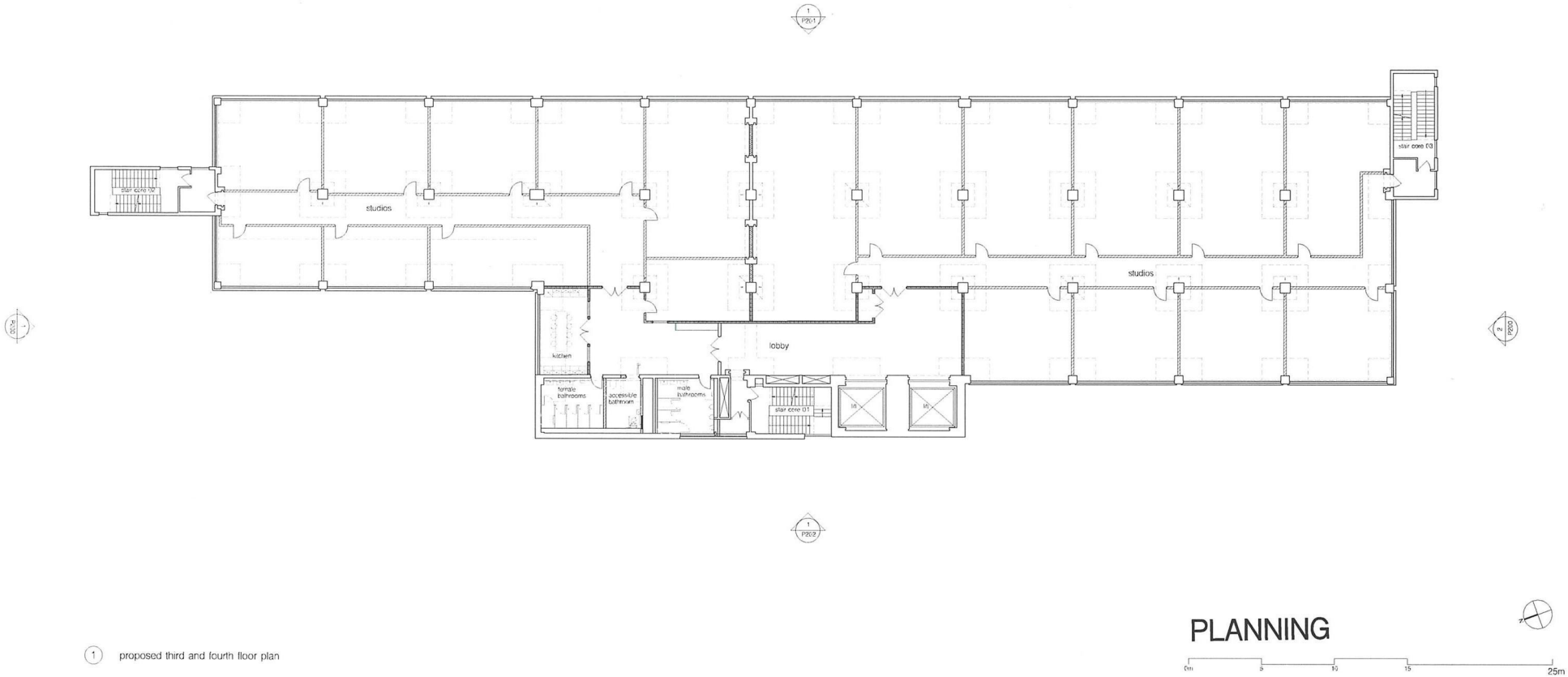
project		
Highcross centre Tottenham Hale London N15 4QN		
client	drawing title	
Purpose	proposed first floor plan	
architect		
ROAR		
scale at A0	date	
1:100	04.20	
job no.	drawing	rev.
116	P101	A



1 proposed second floor plan

rev.	date	revisions	notes
A	19.01.21	2nd phase planning application	
project		Highcross centre Tottenham Hall Tottenham N15 4QN client	
drawing title		proposed second floor plan	
architect		scale at A0	date
ROAR		1:100	04.20
drawing title		job no.	rev.
proposed second floor plan		116	A
		P102	

All information subject to design development and 2nd submission.  
This plan is for planning purposes only. It is not a contract. The client is responsible for providing all necessary information and for ensuring that the plan is accurate and complete. The client is also responsible for ensuring that the plan is in accordance with all applicable laws and regulations. The client is also responsible for ensuring that the plan is in accordance with all applicable laws and regulations.



1 proposed third and fourth floor plan

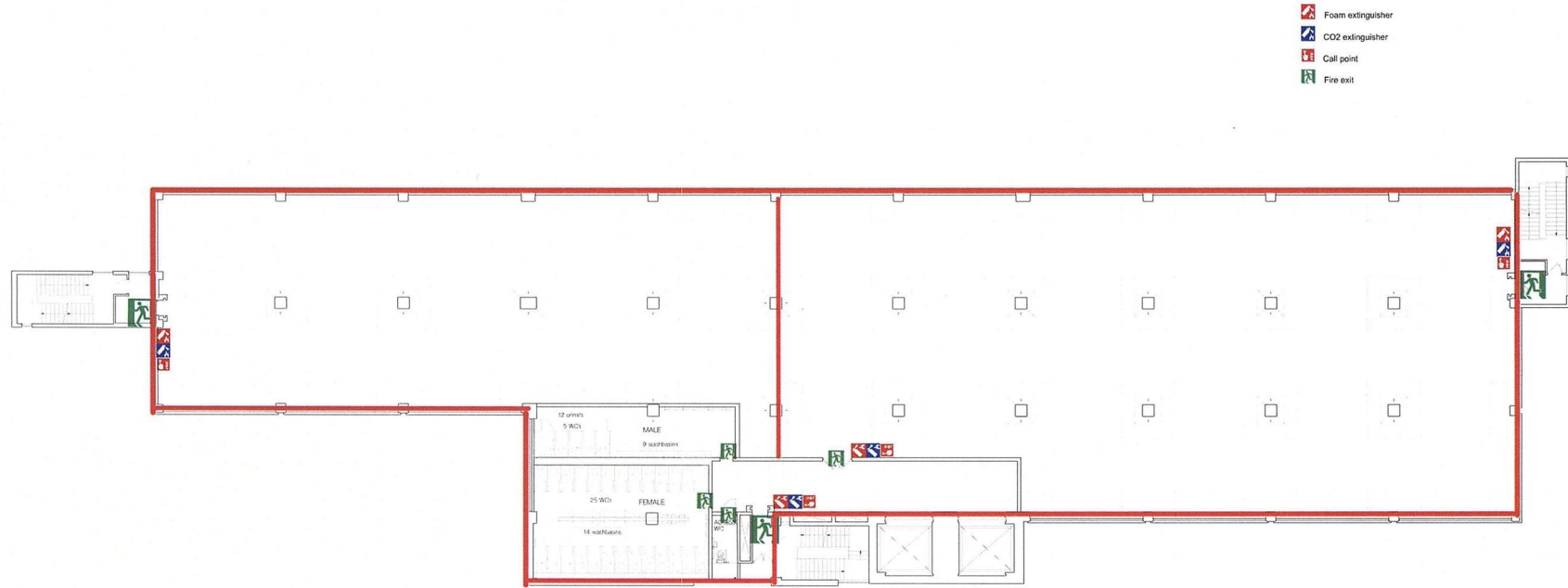
PLANNING

rev.	date	revisions	notes
A	19.01.21	2nd phase planning application	

project	Highcross centre Tottenham Hale London N15 4QN	
client		
Purpose	proposed third and fourth floor plan	
architect	scale at A0	date
<b>ROAR</b>	1:100	12.20
job no.	drawing	rev.
116	P103	A

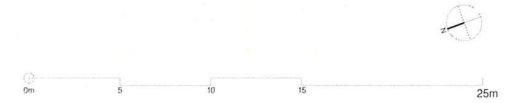
All information subjected to design development and site verification.  
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- Foam extinguisher
- CO2 extinguisher
- Call point
- Fire exit

1 proposed fifth floor plan

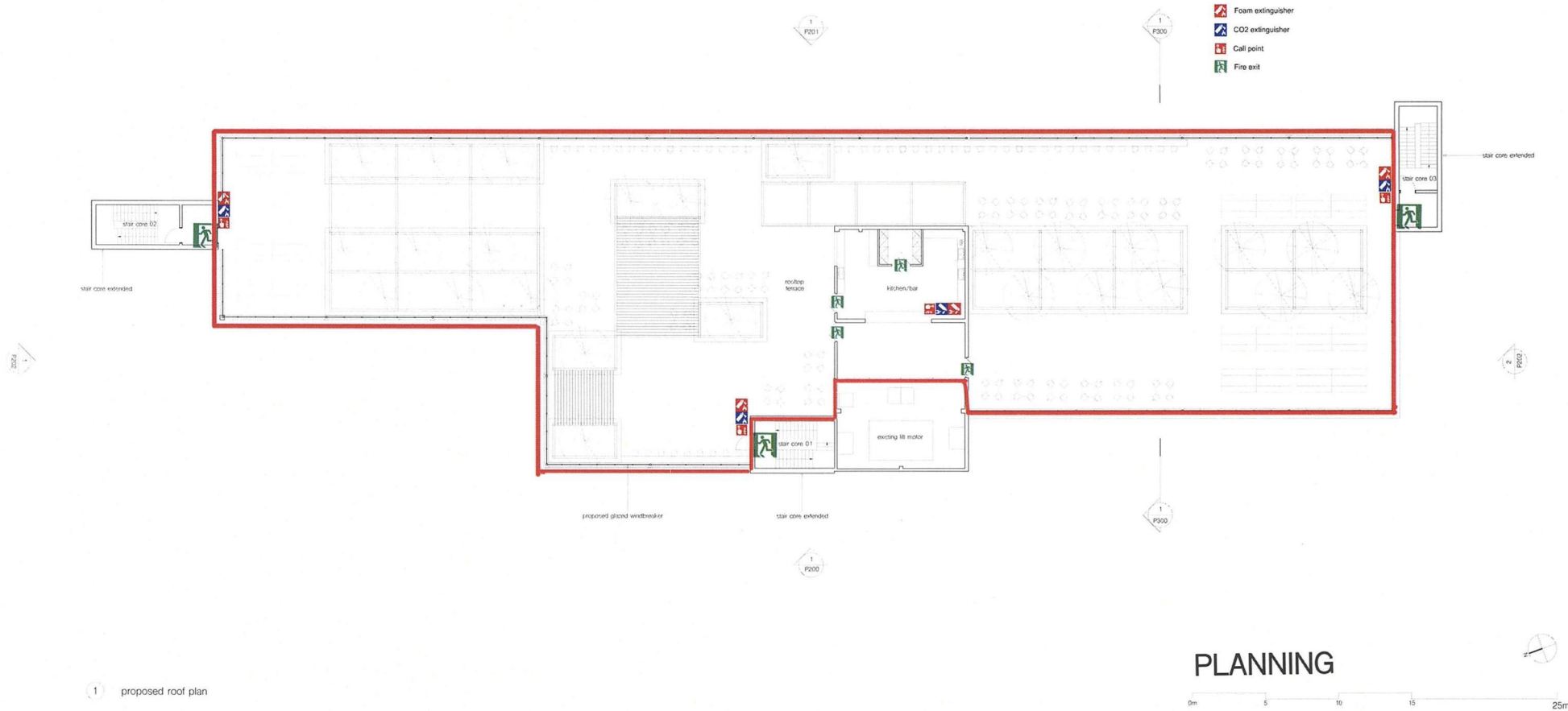


rev.	date	revisions	notes

Sprinkler route

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project		
Highcross centre Tottenham Hale London N15 4QN		
client	drawing title	
Purpose	fifth floor plan - WC layouts	
architect	scale at A0	date
<b>ROAR</b>	1:100	01.21
job no.	drawing	rev.
116	A518	



1 proposed roof plan

PLANNING

rev.	date	revisions	notes
A	19.01.21	2nd phase planning application	

project			
The Archives, Unit 10 High Cross Centre Fountainyne Road N15 4BE			
client		drawing title	
Purpose Group		proposed roof plan	
architect		scale at A0	scale at A1
ROAR		1:100	04.20
		job no.	drawing
		116	P106
		date	rev.
			A

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# Appendix 2

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**From:** Barrett Jennifer <[Jennifer.Barrett@Haringey.gov.uk](mailto:Jennifer.Barrett@Haringey.gov.uk)>

**Sent:** Wednesday, 24 November 2021, 23:58

**To:** Licensing

**Subject:** Application for a Premises Licence- The Archives, Unit 10, High Cross Centre, Fountayne Road, Tottenham, London, N15 4QL (WK/518124)

**Licensing Consultation - Prevention of Public Nuisance  
Application for a Premises Licence- The Archives, Unit 10, High Cross Centre,  
Fountayne Road, Tottenham, London, N15 4QL (WK/518124)**

I have reviewed the application submitted with respect to the above. I have also noted the additional comments provided in respect of the noise management plan and submit the following as a holding response for the consultation.

I have concerns about the terminal hour requested for use of the ground floor (06:30hours) and will seek further clarification of the noise mitigation measures to be implemented to prevent public nuisance during these times.

Yours sincerely

Jennifer Barrett  
**Enforcement Manager - WEST (Interim)  
Environment & Neighbourhoods**

M 07989 223 970

[jennifer.barrett@haringey.gov.uk](mailto:jennifer.barrett@haringey.gov.uk)  
[www.haringey.gov.uk](http://www.haringey.gov.uk)



For the latest updates on the Coronavirus visit [www.haringey.gov.uk/news-and-events/haringey-coronavirus-covid-19-updates](http://www.haringey.gov.uk/news-and-events/haringey-coronavirus-covid-19-updates)

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**Haringey**  
LONDON

1<sup>st</sup> Floor, River Park House  
225 High Road,  
London,  
N22 8HQ

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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/0000/1100/  
**Date:** 24 November 2021  
**Contact Name:** Mr P Chenier  
**Direct Line:** 020 8489 5136

Dear Sir/Madam

### LICENSING ACT 2003

**Location: Unit 10 High Cross Centre Fountayne Road Tottenham London Haringey N15 4QL**  
**Proposal: THE ARCHIVES Application for Premises Licence**

I refer to the above application for a premises License received in this office **3rd November 2021**, 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

A handwritten signature in blue ink, appearing to be 'P. Chenier', written over a light blue horizontal line.

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

## **ISSUES RAISED**

### **LICENSING ACT 2003**

**Location: Unit 10 High Cross Centre Fountayne Road London N15**

**Proposal: THE ARCHIVES Application for Premises Licence**

1. Fire Strategy not provided.
2. Plans show insufficient details of the venue's proposed layout.
3. No indication of occupancy indicated for means of escape, heating and sanitary accommodation purposes.
4. Insufficient Exit signage shown on plans.
5. No details provided regarding emergency lighting.
6. No indication provided of door security locks and the use of simple fastenings
7. Full details to be provided regarding the existing and proposed fire alarm system and connections to the other floors.
8. Fire resistance and signage to the store cupboards not provided.
9. Walls not shown to have a class 0 surface spread of flame.
10. Details of fireproof furnishings not provided.
11. No details of floor coverings and underlays provided to show compliance with British Standard BS5438-1989 and tested to BS 4790 or Class 0.
12. 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.
13. No details provided showing that any fabrics used in escape routes, other than foyers, entertainment areas or function rooms, are non-combustible.
14. No details of Input or output ventilation provided.
15. No heating provision details have been submitted.
16. Cooking equipment details have been provided.
17. Details of the electrical installation including cabling type and protection, have not been provided.  
No management lighting details have been provided.
18. Disabled access statement has not been provided



**From:** Barrett Daliah <Daliah.Barrett@haringey.gov.uk>  
**Sent:** 06 December 2021 16:21  
**To:** Choudhury Nazyer <Nazyer.Choudhury@haringey.gov.uk>  
**Subject:** FW: Application for a Premises Licence- The Archives, Unit 10, High Cross Centre, Fountayne Road, Tottenham, London, N15 4QL (WK/518124)

PH rep

**From:** Ahmad Maria <Maria.Ahmad@haringey.gov.uk>  
**Sent:** 24 November 2021 17:42  
**To:** Barrett Daliah <Daliah.Barrett@haringey.gov.uk>; Licensing <Licensing.Licensing@haringey.gov.uk>  
**Cc:** D'Aguilar Marlene <Marlene.DAguilar@haringey.gov.uk>  
**Subject:** RE: Application for a Premises Licence- The Archives, Unit 10, High Cross Centre, Fountayne Road, Tottenham, London, N15 4QL (WK/518124)

Dear Licensing,

We cannot assess the applicants form in its entirety as the applicant has not taken into account local area profile including vulnerabilities and the mitigation measures. We are not satisfied, until the applicant has demonstrated their responsibility to promote the licensing objectives.

Kind regards,

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

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

T. 020 8489 8441

E. [maria.ahmad@haringey.gov.uk](mailto:maria.ahmad@haringey.gov.uk)

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

**From:** Barrett Daliah <Daliah.Barrett@haringey.gov.uk>  
**Sent:** 24 November 2021 11:06  
**To:** Haringey Building Control <Control.HaringeyBuilding@haringey.gov.uk>; Planning Enforcement <Planning.Enforcement@haringey.gov.uk>; Ekemezuma Felicia <Felicia.Ekemezuma@haringey.gov.uk>; Frontline <Frontline@haringey.gov.uk>; 'TRACY.BROWN@london-fire.gov.uk'; D'Aguilar Marlene <Marlene.DAguilar@haringey.gov.uk>; Osinaike Charley <Charley.Osinaike@haringey.gov.uk>; Ahmad Maria <Maria.Ahmad@haringey.gov.uk>; 'FSR-AdminSupport@london-fire.gov.uk' <FSR-AdminSupport@london-fire.gov.uk>; Squire Michael <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)>; 'police' <[NAMailbox-.Licensing@met.police.uk](mailto:NAMailbox-.Licensing@met.police.uk)>; [ASB.Enforcement@haringey.gov.uk](mailto:ASB.Enforcement@haringey.gov.uk)

**Subject:** FW: Application for a Premises Licence- The Archives, Unit 10, High Cross Centre, Fountayne Road, Tottenham, London, N15 4QL (WK/518124)

Dear RAs,

This application expires today **24<sup>th</sup> November 2021** and not the 29th as previously advised, please submit a holding representation today if you intended to make representation at all on this matter.

Sorry for any inconvenience caused.

Regards

Daliah Barrett

Licensing Team Leader

**From:** Shah Noshaba <[Noshaba.Shah@haringey.gov.uk](mailto:Noshaba.Shah@haringey.gov.uk)> **On Behalf Of** Licensing

**Sent:** 02 November 2021 16:48

**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-](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)>; 'police' <[NAMailbox-.Licensing@met.police.uk](mailto:NAMailbox-.Licensing@met.police.uk)>;

[ASB.Enforcement@haringey.gov.uk](mailto:ASB.Enforcement@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 Archives, Unit 10, High Cross Centre, Fountayne Road, Tottenham, London, N15 4QL (WK/518124)

Dear RA's

Please find attached an application for a Premises Licence.

Please note the last day of consultation will be on **29<sup>th</sup> November 2021**.

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)

If you need to report something please log it here: [Report It](#) or use our Online Service: [Contact Frontline](#) Why wait when you can [do it online?](#)

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# Appendix 3

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# FOOD & BEVERAGE



The  
Archives  
TOTTENHAM

February 2021

# VALUES

To achieve Purpose Group's vision and values, the presence of a genuinely inclusive F&B offering is fundamental.

F&B within Purpose Group is not just about providing food and drink or a commercially driven social space, but provides a platform where ideas can be transformed into businesses, and they can flourish and grow, and where creativity and collaboration can be encouraged. An inclusive environment where culture and diversity is celebrated.

**STRIVING TO  
CREATE SPACES  
THAT TRANSFORM  
TENANTS  
BUSINESSES, LIVES  
& SURROUNDING  
COMMUNITIES**



# The Community & Regeneration

Tottenham's community shows immense creativity and diversity, with reports stating parts of the area as the most ethnically-diverse in Europe, with over 300 languages spoken.

Tottenham confronts notable challenges, including communities which face significant deprivation and inequalities, highly polarised employment rates and a low level of qualifications.

Truly harnessing the potential of our creative sector would make Tottenham a more prosperous and resilient place by contributing to local identity, providing higher wages, inward investment, and a range of employment and upskilling opportunities.

London Borough of Haringey are committed to growing, celebrating and strengthening Tottenham's creative businesses in tandem with providing tangible opportunities for local people to access and benefit from the creative sector.

Having been designated a Creative Enterprise Zone (CEZ) in 2018 by the Mayor of London, and with the regeneration projects currently underway, there is a buzz of excitement in the area around what the future holds.

**49% AGED 18-44**  
12% HIGHER THAN NATIONAL AVERAGE

**BY 2025...**

**10,000 NEW HOMES**

**5,000 NEW JOBS**

**750M INVESTMENT**

**TOTTENHAM**

Purpose

**"TOTTENHAM IS ONE OF LONDON'S MOST CREATIVE AREAS, WITH ALMOST 1 IN 5 RESIDENTS WORKING IN THE CREATIVE INDUSTRIES, LONDON'S FASTEST GROWING SECTOR PRIOR TO THE PANDEMIC. NOW MORE THAN EVER, IT IS VITAL TO SUPPORT & CELEBRATE THE CREATIVE ECONOMY, WHICH WILL BE A DRIVING FORCE TOWARDS LONDON'S ECONOMIC RECOVERY."**

**660 BUSINESSES**

**4,400 JOBS**

**127% GROWTH IN 5 YEARS**

# Social Spaces @ The Archives

The ambition through our F&B offering, across the ground, fifth and sixth (roof) floors, will aim to reflect the vibrancy and diversity of the local area and help to champion and celebrate this rich cultural heritage, as well as offering a fully inclusive destination to showcase what this local area has to offer.

Authenticity and honesty will be celebrated and true to what we deliver, served in each coffee we serve and each business we help to build and grow.



Purpose



# Roof Garden & Food Market

Our all weather roof garden and food market, with seating up to 400 people, will provide uninterrupted views across the the Wetlands, Alexandra Palace, stretching to central London, for both visitors and tenants to enjoy. Our food market will provide both an iconic location, and an affordable, flexible start up space for local food businesses, giving them the opportunity to grow and develop, and building their relationships with local authorities, providing food safety guidance and the opportunity for toolbox talks from industry experts across legal, procurement, development and menu engineering fields.



Purpose



# Events

Our event spaces create a destination that from day to night can accommodate and adapt to a range of activities and events. We will create and deliver a packed seasonal calendar, curated in conjunction with our own short term hire team, which celebrates and invites the best of London's creativity and diversity.

From art exhibitions, exercise classes and fashion events by day to theatrical performances and a live music venue into the night, with foundations rooted in supporting the local community through employment and opportunity.



What sets us apart?

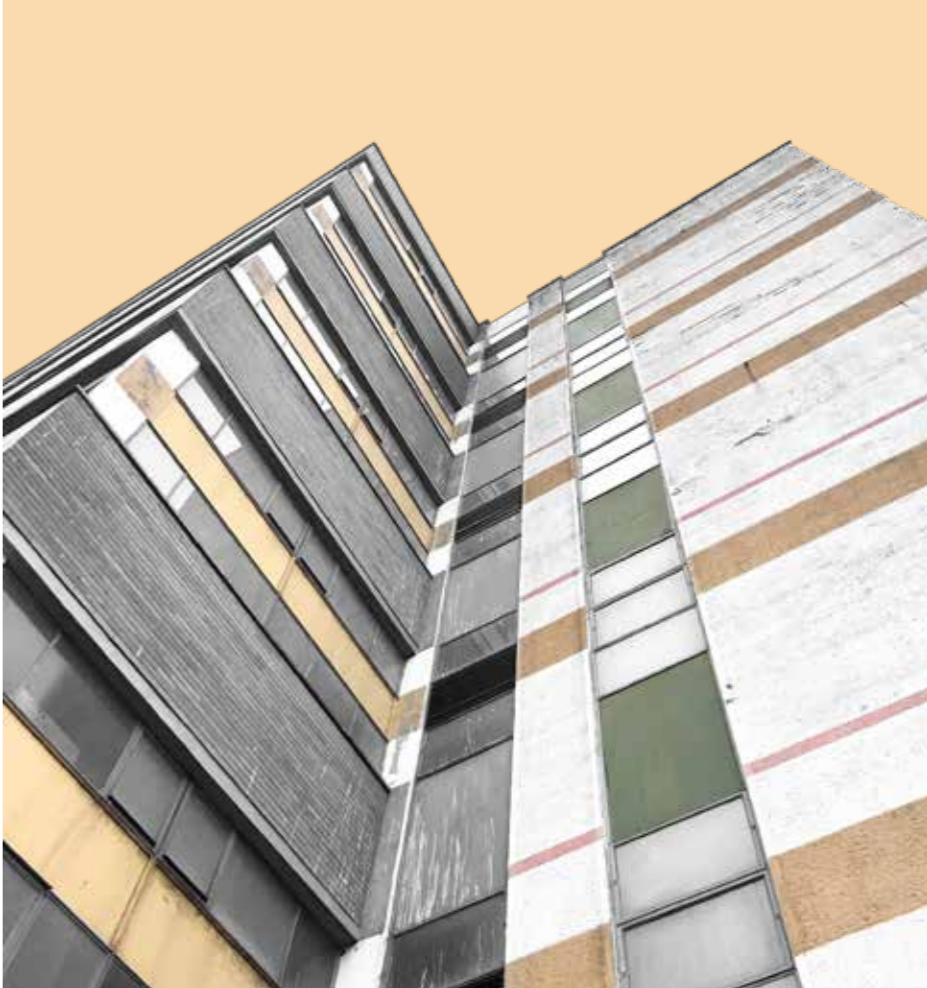
Amazing building in the heart of cez  
Authenticity  
Community centric  
Generosity  
Supporting regeneration  
Serving the community  
Reliant upon community support  
More than just commercials

THANK YOU



purpose

THE ARCHIVES



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**DESIGN & ACCESS STATEMENT  
PHASE 2**

116. Doc 010 | 01.2021

**ROAR**



# 1.0\_introduction

- This is the second application to be submitted by the Purpose Group in relation to the reuse of the High Cross Centre
- Planning permission (ref: HGY/2020/1386) was granted on 6/11/2020, which allows for the temporary change of use (for a period of seven years only) of 9,100sqm of Use Class B2/B8 floorspace within the building to a mix of uses including flexible office, making and studio space, gym or similar sport/leisure space and a cafe (all Use Class E), and flexible event/exhibition space (sui generis), together with external alterations to ground floor to create new entrance to and reception area for the building, landscaping, provision of wheelchair accessible parking and electric charging points, cycle parking and refuse storage.
- The permission affects part of the ground floor and all of floors 2,3,4 and 5.
- The permission has been implemented and the building now supports a rich mix of creatives and small businesses, a climbing centre and gym and a café. In addition the fifth floor provides space to hold exhibitions and events.
- The applicant now wishes to move on to the implementation of the second phase of works, which will involve the introduction of a bar/ café and outdoor garden space onto the roof (sui generis).
- At the same time the applicant want to expand the usage of the retained industrial space at ground floor level to enable it to be used as flexible event space (Class E(d)).
- In order to facilitate this next phase of works it will be necessary to amend and extend the three existing cores of the building to enable access.
- The proposals also involve amendments to the approved car and cycle parking arrangements associated with the external areas around the building and the re-landscaping of these external areas.









# 2.1\_local context

**Site Location :**  
 Unit 10 is located in the High Cross Centre, a short walk from Tottenham Hale station.

**Transport Links:**  
 Tottenham Hale is a National Rail and London Underground interchange station located in Tottenham Hale in north London, England. On the National Rail network it is on the Lea Valley line that forms part of the West Anglia Main Line, 6 miles (9.7 km) from London Liverpool Street, and is served by Greater Anglia and Stansted Express. On the Underground it is on the Victoria line between Blackhorse Road and Seven Sisters with connections to Kings Cross (11mins), Oxford St. (15mins) & Victoria (22 mins) The station is in Travelcard Zone 3. Overground connection runs through Hackney, Shoreditch & Liverpool Street.

**Public Transport Accessibility:**  
 The site is located 10 mins walk from Tottenham Hale via Broad Lane and through the main entrance to the estate. There is another potential viable walkway along the trainline which cuts the journey time to 4 mins walk (see below image). This path is owned by Network Rail and we plan to liaise with them with regards to gaining a right of way in return for maintaining and securing the walkway.

**Recent Planning & Regeneration Activity:**  
 Recent planning agreed on several sites around the station for Argent to deliver 1000 new homes and commercial space. Forecast to be completed in 2023. Smaller commercial schemes in the area include the development of Ten87 Studios on Markfield Rd delivering a range of private studios.

- 1 Argent Related scheme
  - 2 Tottenham Hale Tech Hub/ IT Zone
  - 3 Markfield Road, Creative Enterprise Zone
  - 4 Bernard Works Site, Proposed mixed-use scheme by Duggan Morris
- Transport Hubs:  
 T1 Tottenham Hale  
 T2 Seven Sisters  
 T3 South Tottenham

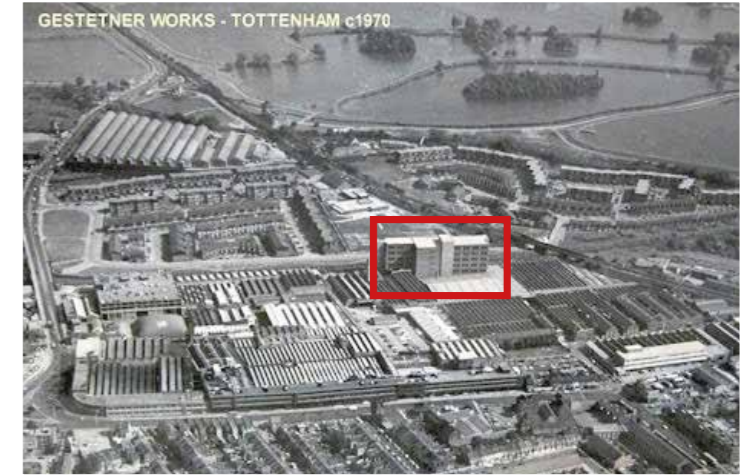




# A NEW CENTRE FOR TOTTENHAM HALE



ARGENT | RELATED



Page 61





## 2.3\_site conditions

### Building Size:

The building is a 9,100 sq. m. in size, spread over 6 floors with c. 1500 sq. m. on each floor.

### Current Use:

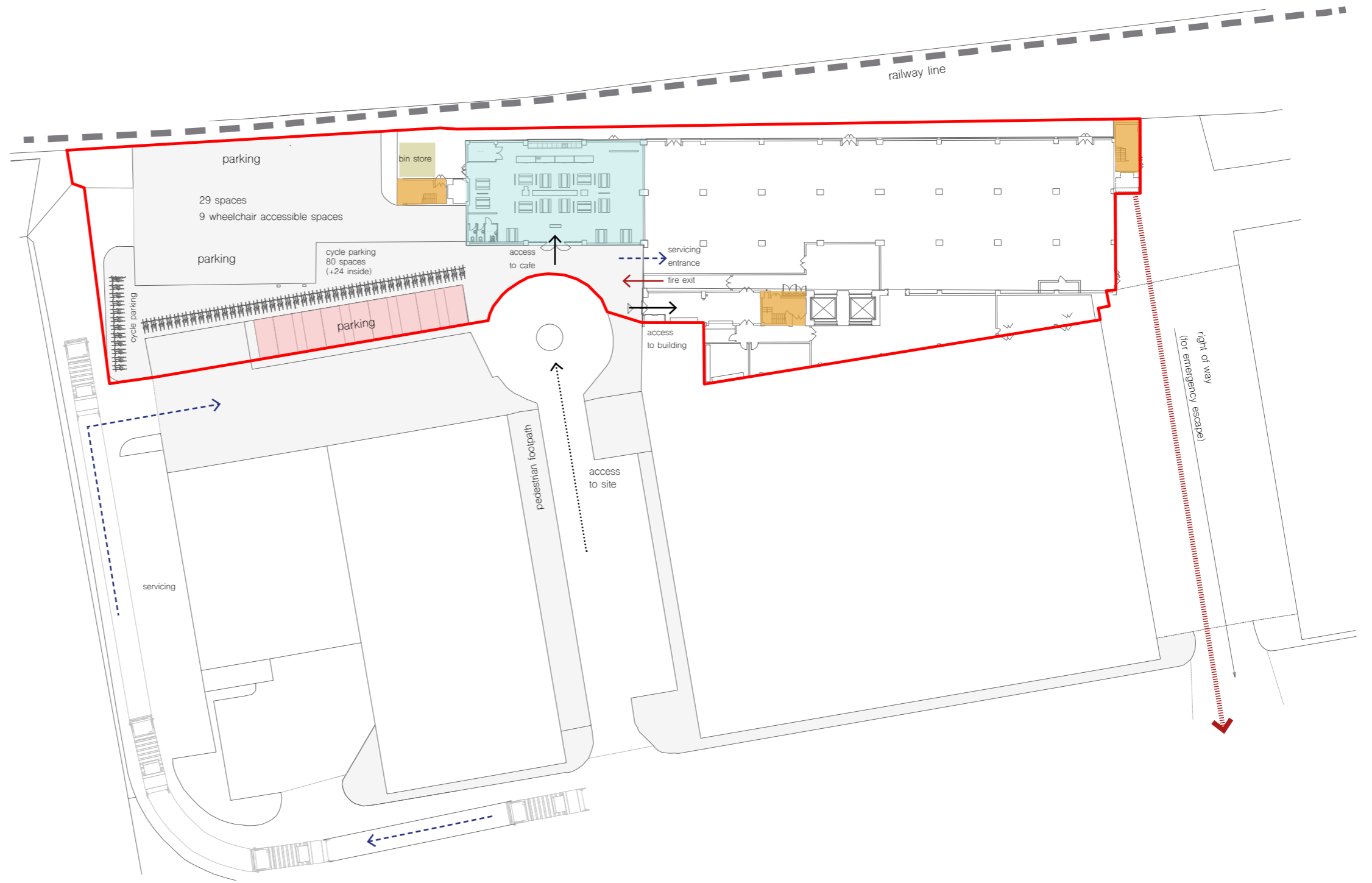
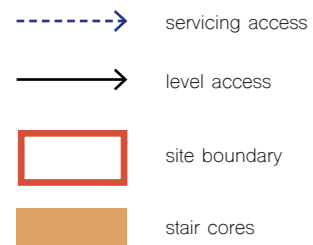
The current use are now studio spaces, ground floor cafe and a flexible event spaces.

### Condition:

The building has been recently refurbished throughout creating a new reception space, studios, cafe, climbing centre and flexible event space.

### Description of Building:

The building was constructed in the late 60's and is a rare example of a multi-level industrial unit, with 6 levels in total and 4.5m ceiling heights on each floor. The building has a concrete shell with brick exterior walls and steel windows. The building is a simple construction with toilet blocks located on the west facing side, and an emergency stair core on the north and south aspect.









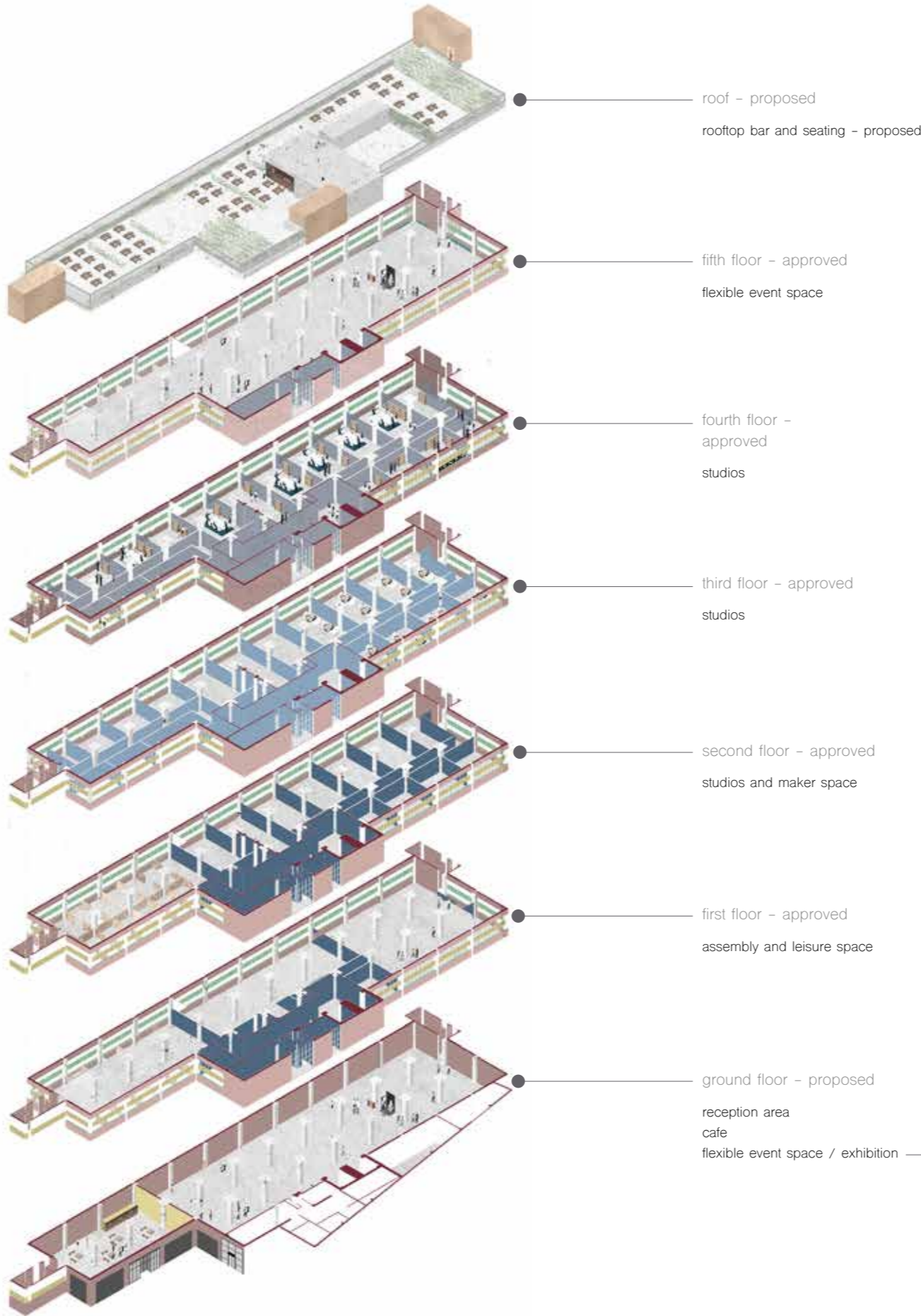
# 3.0\_the proposal

The Archives is a new destination for work & leisure in Tottenham. The majority of the building houses a variety of workspaces, from individual maker bays to 5000 s.f. double height studios for architect practices or other creative agencies.

The ground floor currently contains a welcoming reception area and cafe. A flexible event space is proposed to the remaining floorplate, which may host performances, a food market or pop-up theatre.

The proposed rooftop will support the programmes within the building and provide a new destination for visitors. The roof terrace will be a large outdoor space which can facilitate events, pop up restaurants with bar facilities and planting. The roof will be populated with free standing furniture to ensure maximum flexibility for the space.

The roof terrace will maximise views across London, including views of Alexander Palace, the city and Walthamstow reservoirs.



ground floor flexible event space



### 3.1\_comparable schemes



Outside of Tottenham, comparable projects have been Netil House in Hackney, Peckham Levels and our own Many Hands project in Bermondsey. All of these projects have demonstrated that a lot of value can be extracted from buildings nearing the end of the current usable life so long as an open mind and collaborative framework exists between all involved.

While all of these projects have had their challenges, they have helped to provide a new template for the adaptive reuse of large obsolete sites and they have all helped breathe life into the areas they are in and helped provide important affordable and flexible space that businesses need and important meeting points & amenities for the community.



## 3.2 rooftop terrace

The images and text below show the concept design for the roof terrace, conceived as a forest with a grid of trees and woodland planting.

### Frame + Canopy ③



Elevation showing single unit



Section showing single unit



Axonometric showing single unit



ROOF LAYOUT 1:250

## DESIGN RATIONALE

The "Canopy" bar provides a unique and flexible space for entertaining and outdoor activities. Conceived as a forest, the character of the roof is enhanced by the planting of a grid of trees, suitable for this situation. The use of camouflage netting as a secondary canopy beneath the trees, which is fixed to a grid of vertical supports contributes to the development of a woodland floor ecology.

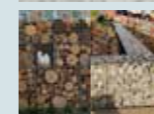
Colourful lighting is incorporated in to the supports surrounding the bar and other strategic points to create a magical enchanted forest atmosphere. A vinyl window screen depicting a woodland setting is attached to the glass safety barrier, framing key intensive views across the London skyline and further enhancing the woodland character.

The different atmospheres of forest glade, forest and forest edge provide opportunities for creating a number of distinct but flexible spaces for leisure and community event use.

The creation of different atmospheres on the roof is founded on the development of different habitats, which include the forest, with its specific flora and the glade and forest edge with a range of "edge" species. This under-planting will create the opportunity for the use of a wide range of pollinator plants throughout the year, potentially attracting a variety of different insects. Nesting boxes will be located in the least trafficked areas and Swift nesting boxes will be located on the lift towers.

## LANDSCAPE ELEMENTS

- ① **Paving surface:**  
The roof provides a level and accessible area. The surface will comprise of standard concrete pavers, with occasional bespoke specialised modules of art work, created by local school children.
- ② **Planters:**  
Planters are to be constructed with gabion baskets, filled with a variety of materials, including recycled rubble and hardwood logs.
- ③ **Frame + Canopy:**  
Rectangular steel frames form a bespoke structure 3m in height. Camouflage netting attached to the frame below the canopy of the tree provides a permeable overhead enclosure and planting structure for climbers, replicating the multi layered canopy of a forest.
- ④ **Linear Bars:**  
Two linear bars at the perimeter of the roof offer seating opportunities that maximise extensive views to the surrounding landscape. Bars are to be fabricated from waney edge hardwood planks, Standard bar stools to be provided.
- ⑤ **Seating:**  
A range of flexible seating opportunities are to be provided including bistro style chairs and tables and larger picnic style benches. Supplier TBC at detail design stage.



- ⑥ **Screen:**  
Outdoor semi-translucent vinyl window film applied to safety screen around boundary of roof (as per architects details), depicting a woodland character. Film will be applied to specific areas of the boundary to enhance and focus intensive views of the horizon and create enclosure.
- ⑦ **Lighting:**  
Colour coded LED strip lighting attached to the steel frame provides an ambient setting, creating an enchanted woodland character to the space. Additional lighting is incorporated for access and way finding, to ensure the roof is useable at night.
- ⑧ **Proposed Trees:**  
26no Extra Heavy Standard, root balled trees, 2.0m clear stem, planted in planters. Tree species to be confirmed upon further assessment of rooftop microclimate.
- ⑨ **Planting + Soil:**  
A variety of woodland plants will be selected to provide a diverse range of colour, form and texture across two typologies replicating the forest floor, forest edge and glade. A lightweight bespoke soil mix, designed to retain moisture with minimum loading will be specified to ensure optimum growth.





### 3.2 rooftop terrace

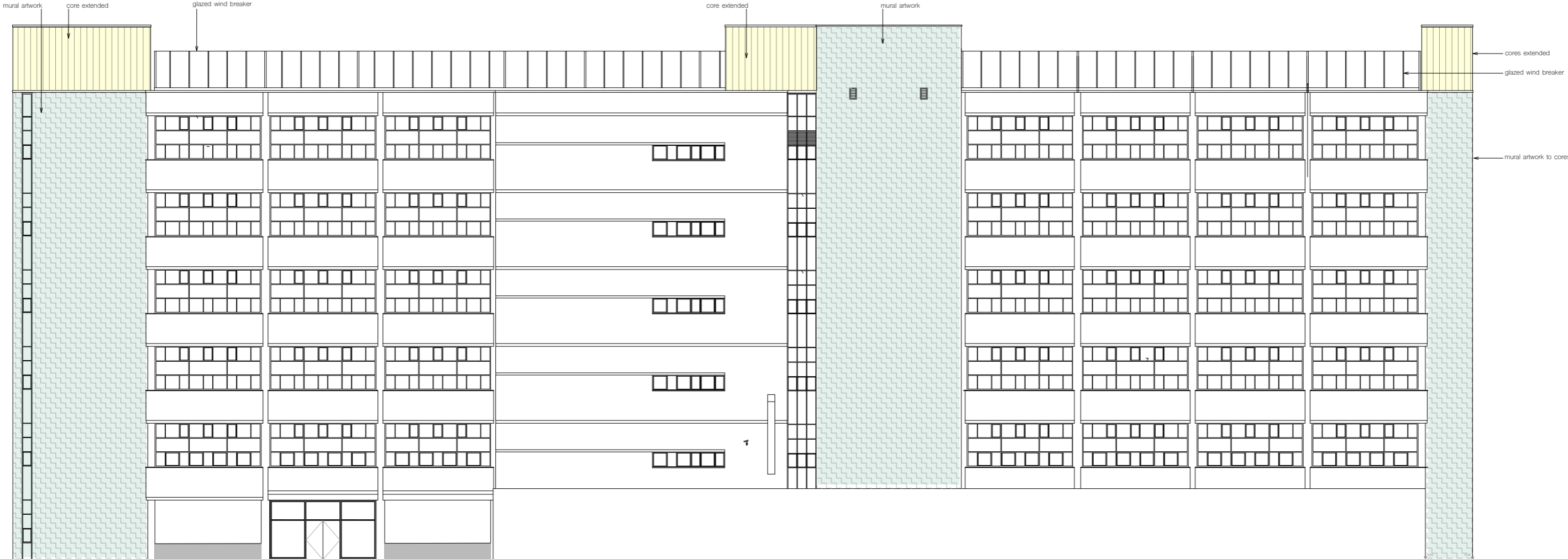
The view below illustrates the proposed canopy, lighting and landscaping to the roof terrace.



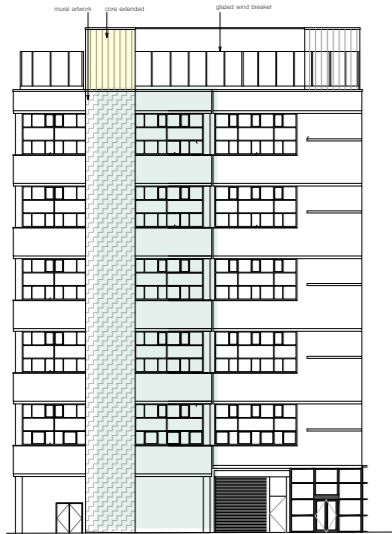


### 3.3 elevations

Polycarbonate external cladding is proposed to the core extensions, providing a 'beacon of light' for wayfinding. Mural artwork is also proposed on the cores by local community engagement artist, Hanna Benihoud.



west elevation



north elevation



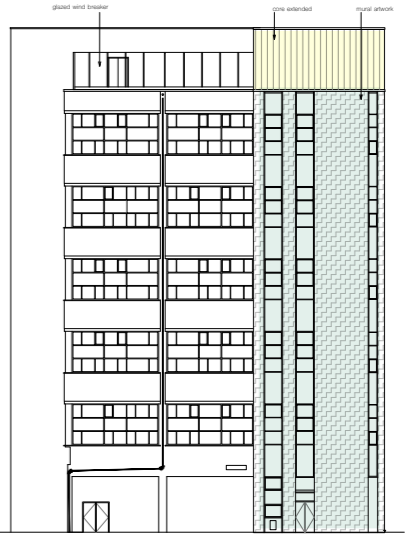
polycarbonate external cladding to extended cores



glazed windbreaker



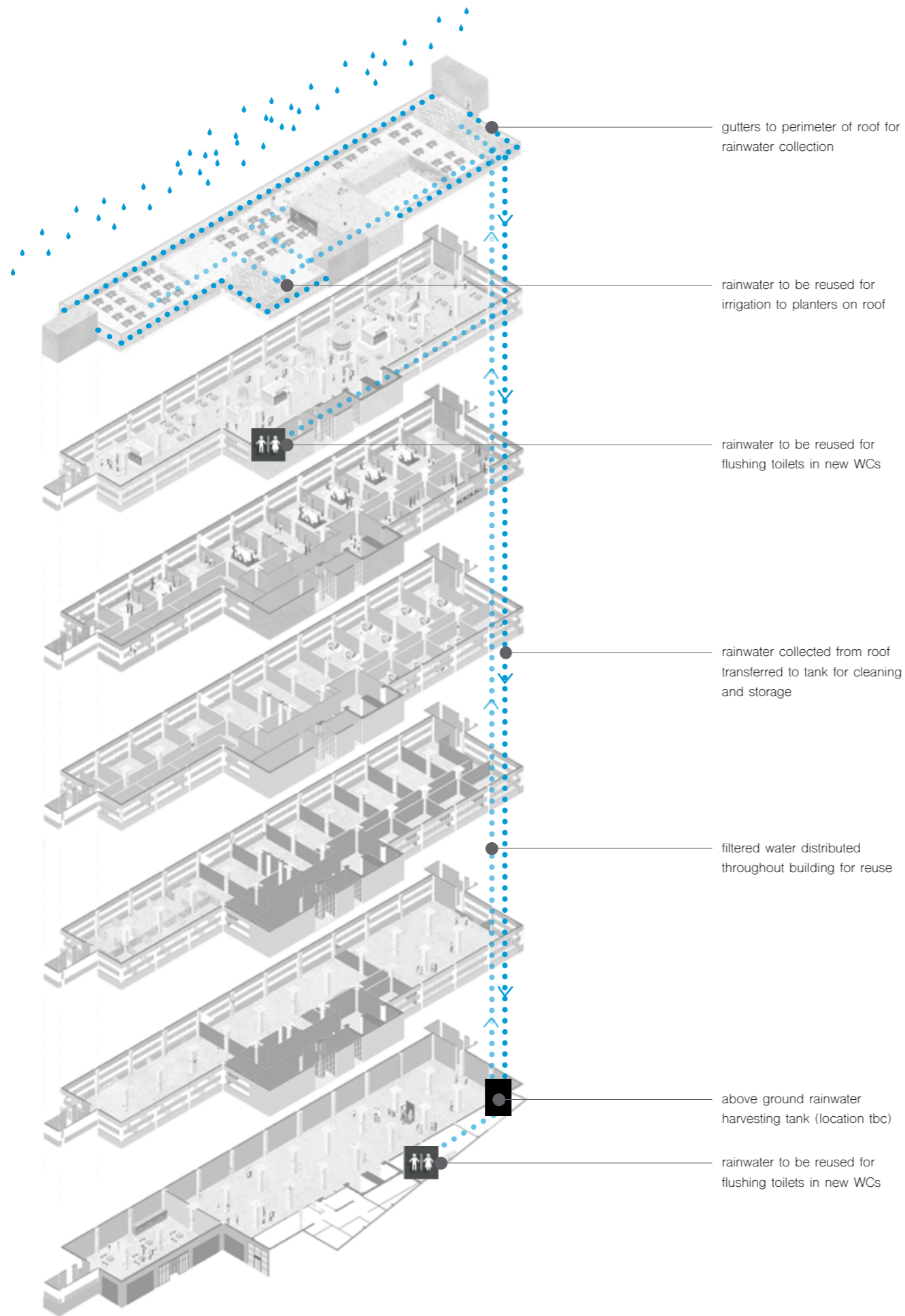
mural artwork to cores (refer to section 7.00)



south elevation



### 3.4 rooftop sustainability strategy



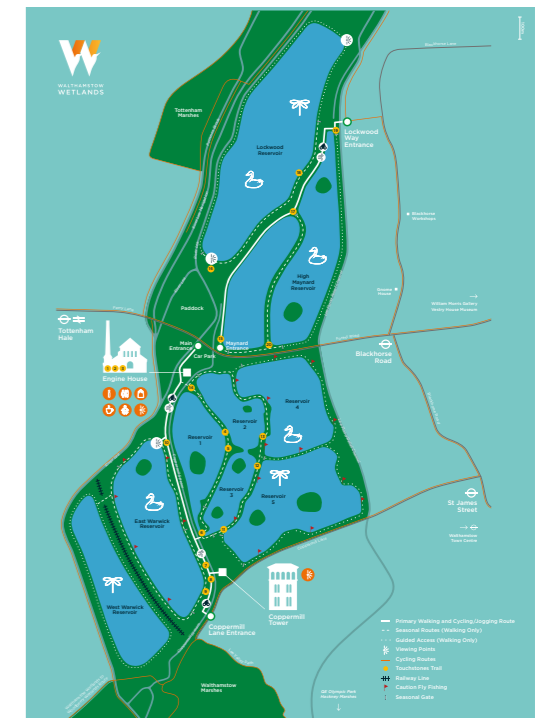
rainwater harvesting and distribution throughout building for reuse



26no. extra heavy standard clear stem trees and a variety of woodland plants encouraging biodiversity



Walthamstow Wetlands views and signage boards to educate rooftop visitors



The sustainability strategy for the roof combines rainwater harvesting, soft landscaping and views of the Walthamstow Wetlands. Rainwater will be harvested and reused in the building and for irrigation of the variety of woodland plants and grid of trees. Views of the Wetlands combined with signage boards will be used to educate users of the reservoir site which is the main source of water supply for 3.5 million people.



## 4.0\_ground floor landscape design

The images and text below show the proposed landscaping scheme to the north of the site on the former car park. An additional 36 cycle spaces are to be provided, including 83 external covered spaces, 52 internal spaces and 5 covered cargo bike spaces.



LANDSCAPE LAYOUT 1:200

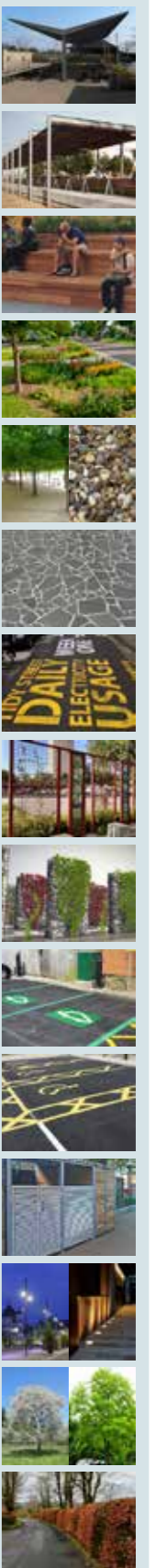
### DESIGN RATIONALE

This space is composed of four elements, which are focused on creating a place for arrival and social interaction. The trees set in a free draining gravel provide an informal canopy, under which three spaces are identified as gardens with seating and flowering plants. The second element is the provision of a bike park, which forms a dynamic counterpoint to the mass of the building, with its butterfly wing canopy. The third element is situated on the Western periphery and comprises a flexible space for food and beverage vans and outdoor activities, bounded by a linear feature adjacent to the railway, which can be used for seating and as an active platform for a range of functions. Finally the café is provided with an open space for spill-out seating and the use of climbing plant towers, defines this space and identifies the main entrance.

The introduction of resilient and sustainable features includes the opening up of the surface under the trees to provide an extended rain garden and the selection of a range of plants for pollination and drought resilience in the gardens. All other drainage will be directed to permeable surfaces to return water to the local aquifer. The existing Tilia trees have been retained, apart from two and supplemented with six urban pollinators – Prunus avium and Robinia pseudoacacia in the metro gardens and extensive rain garden (as well as twenty five trees on the roof), providing a rich source of pollen and nectar in Spring. Where appropriate bat and bird boxes will be placed to encourage a diversity of species.

### LANDSCAPE ELEMENTS

- 1 Bike Park:**  
Each bike shelter holds 4 bike stands, set in tarmacadam. The shelters are composed of a steel butterfly wing canopy roof. A 1.5m high Beech hedge sits below the structure to capture surface and roof water run-off. Entrance to the cycle stands is staggered in alternate bays to create the butterfly effect roof.
- 2 Smoking Shelter:**  
A lightweight permeable structure provides shelter close to the building. Construction and materials TBC at detail design stage.
- 3 Timber Bench/Platform:**  
These timber units create an active edge to the site set back from the railway boundary, with a number of possible uses, including areas for seating, lounging, outdoor gym, informal group meetings and outdoor cinema.
- 4 Metro Gardens:**  
The gardens comprise a combination of shade trees, pollinators and grasses, planted to frame flexible seating and enclose informal seating. Canvas sails provide shade on sunnier days. The Metro gardens provide space for outdoor working, socialising and enhance the ecology through the choice of plants.
- 5 Gravel Surface:**  
20mm Moonstone gravel surface laid to create an extensive rain garden increasing permeability of the existing landscape. The use of this permeable surface around the trees will optimise their growth enhancing the ecological value of the site.
- 6 Path:**  
A direct access path utilises and recycles the broken paving slabs on site to create a crazy paved path, providing level access through the site. The path drains in to the extensive rain garden.
- 7+8 Flexible Surface + Street Graphics:**  
Tarmacadam surface, with access for food and beverage trucks, providing flexible open space for community and outdoor leisure events. Community led street art creates a connective visual element across the site, providing information on the local and global sustainability of the project.
- 9 Boundary Fence:**  
A 2.0m high concrete post and steel mesh fence provides a secondary boundary set back from the rail line. The fence provides a structure for climbing plants and opportunities to display local art work.
- 10 Café + Entrance:**  
Space for the café is defined by 1.5m high gabion baskets set back from the road, providing a protective edge from vehicular overrun. The gabions contain a variety of climbing plants, which define a flexible seating space adjacent to the café entrance.
- 11 Electric Car Charging Points:**  
Two number electric car charging points are situated to the north of site.
- 12 Disabled Parking Spaces:**  
Nine number fully accessible parking spaces are provided in line with the requirements for the project.
- 13 Refuse Point :**  
The refuse point has been located on the corner of the site next to the main vehicular route to provide easy access for refuse vehicles.
- 14 Lighting:**  
Lighting will be located across the site in different formats to optimise the use of the landscape at night as well as defining clear pathways to and from the building.
- 15 Proposed Tree:**  
2no Prunus avium (Wild Cherry) and 4no Robinia pseudoacacia (Honey Locust) are located across the site to extend tree cover and mitigate the loss of 2no existing trees (shown on plan). These trees have been chosen to enhance the ecological value of the landscape.
- 16 Proposed Hedge:**  
Fagus sylvatica (Beech) provides year round physical separation from the car park. Set at 1.5m high, it allows visual connection between different elements of the site and provides habitat for a variety of fauna.









## 5.0\_wayfinding wider context

The photos below show the views of The Archives from the wider context, including the approach from Tottenham Hale station and Seven Sisters station. Whilst the building is clearly visible the identity is unknown.

The wider context strategy combines the mural artwork with the extended cores to create visual interest and reinforce a new identity for the building as a destination.



view from Tottenham Hale retail park



view from Blackhorse Road



view from Broad Lane



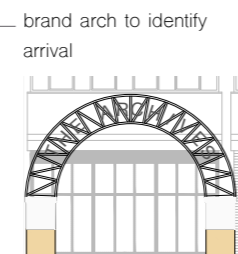
access through the High Cross Centre



wayfinding on the pavement from start of High Cross Centre



wayfinding painted on the pavement leading to The Archives



brand arch to identify arrival

access via railway passage



during peak times stewards could direct people from the station to the passage



building is easily identifiable from by passage entrance

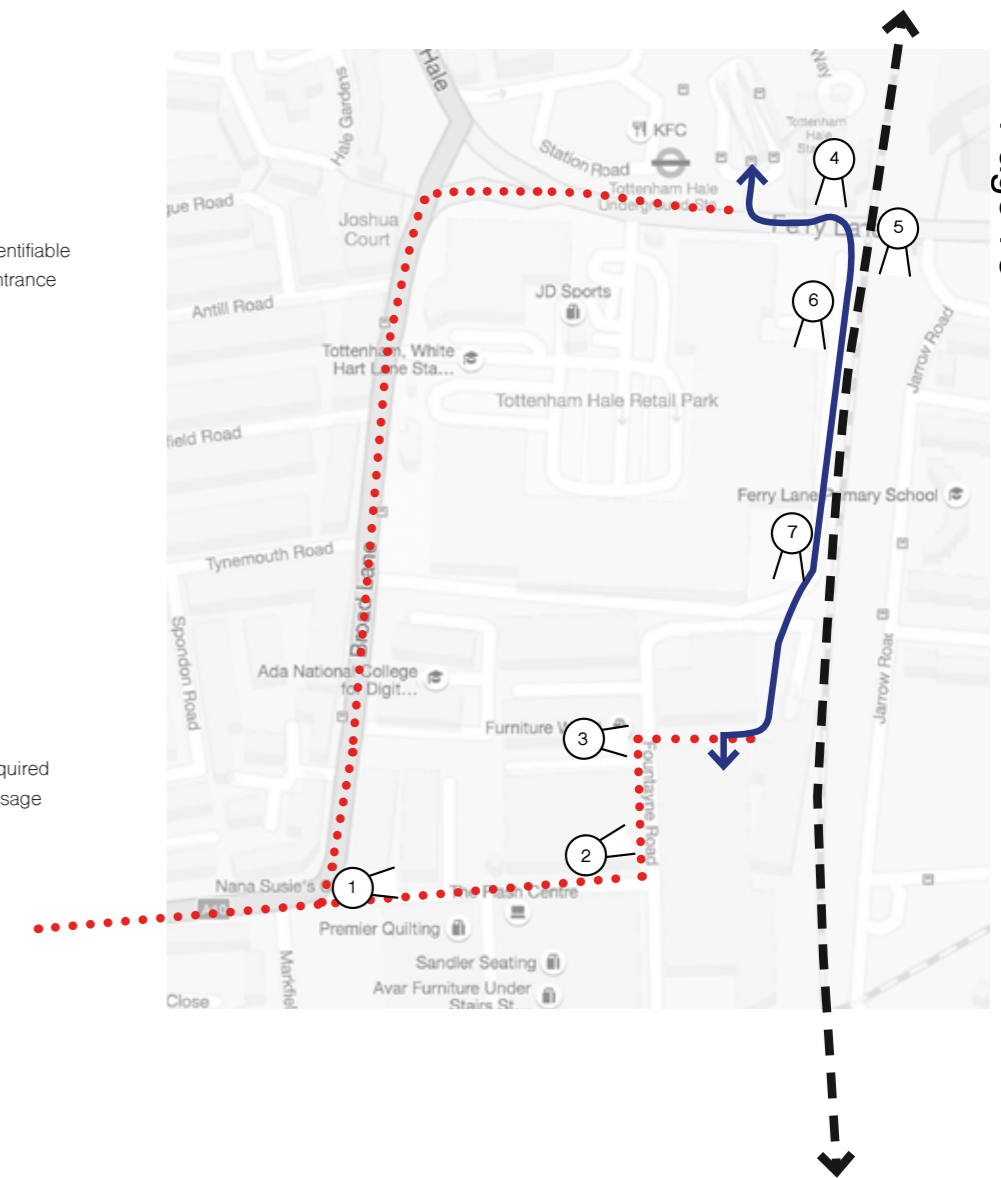


manned security required at either end of passage during peak times

Once the building is identified there are two direct routes to the scheme; through the High Cross Centre and via a railway passage to the north.

The route through the High Cross centre will be reinforced via wayfinding painted directly onto the pavement, leading visitor from the arch in image 1 to the building entrance.

The railway passage provides a short cut from Tottenham Hale station but is difficult to locate and is not secure. During peak times stewards and security guards will be hired to direct and assist.





# THE PROJECT

## CONCEPT

Tottenham is growing upwards... Literally. What about what's already here?

'When we grow up' creates Tottenham's largest mural project teaming local school children with a local artist, daring them to dream big. The project will ask kids to imagine their future, reflecting the community, inspiring the mural work.

'When we grow up' engages the local community and knits new development into the existing demographic. Using an existing building to celebrate art and culture in Tottenham right now, this project will stand out for all the right reasons.



↑ Future of Tottenham ↓



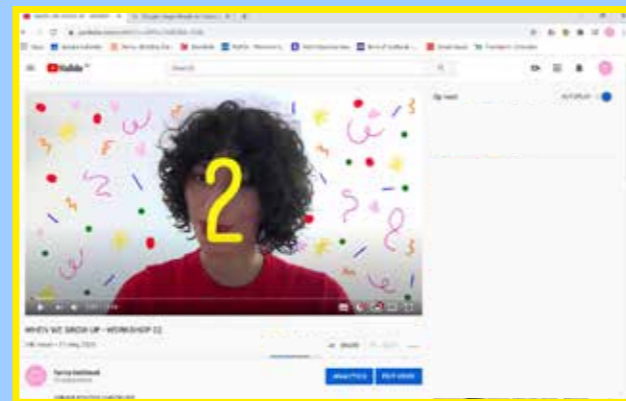
# PHASE 1

## WHO WE ENGAGED?

Gladesmore School & Haringey CAMHS  
Aged between 11- 14 years old  
High number of BAME representation  
70% of students are from low income families.

## HOW WE DID IT?

During lockdown we used youtube to run online workshops to engage young people



## ENGAGEMENT NUMBERS

53 students involved  
750 views on the online workshops  
48 hours of watch time on workshops  
140 pieces of art created

## WHAT WORKSHOPS WE RAN?

We ran 3 workshops that explored what the young people would like to be doing in the year 2030



# ARTWORK

## THE RESPONSES

We have a huge amount of ambition in Tottenham. From Olympic dreams to Activists, from chefs to bankers! The students of Tottenham have BIG DREAMS.



*'I have enjoyed this project because I have really had the chance to explore what I would like to do in life. I didn't quite know what I wanted to do and still kind of don't, but this project has helped me explore my choices and I have a bigger idea of what I want to do.'*

*I think this mural is important because it shows other children that they have many choices. It also tells the community that us teenagers have dreams and we are dedicated to making them come true.'*

-Natalia, Student

# PHASE 2

## WHAT'S NEXT?

We are raising money to fund phase 2 of the project which uses the students artwork to create a mural adding their dreams to the Tottenham skyline





## 6.1\_mural artwork and core extensions

The images below illustrate the mural artwork and polycarbonate extended cores. The community led artwork brings the former industrial building to life, whilst retaining a vital link with the local community. The glowing extended cores with The Archives branding announces and identifies the building as a new destination.



↑  
**WHEN WE GROW UP**

hanna  
BENHOUD

---

**contact**

Craig Rosenblatt  
craig@roar-architects.com  
+44 (0)7944 484378