

NEW PREMISES LICENCE

Greenside House, Station Road, Wood Green

Premises Description

The premises is an office building operated by Clockwise, who provide flexible office space in central locations, with individual offices, meeting rooms, open plan office, lounge and café facilities.

Save for the ground floor, the premises are not open to general members of the public. The Applicant has considered the licensing objectives and addressed any issues arising in the conditions proposed in support of application.

HOURS OF OPERATION:

Sale of Alcohol (on & off sales)	Opening Hours
Mon-Sat: 10:00 to 23:00 Sun: 11:00 to 22:30	Mon-Sun: 00:00 to 00:00

CONDITIONS:

1. Save for the ground floor, the premises shall operate as an office and alcohol may only be sold to:
 - a) Office tenants - those persons with a minimum one month contract to occupy office space at these or other Clockwise premises;
 - b) Co-Working members;
 - c) Office members;
 - d) Virtual office members;
 - e) Persons attending a private pre-booked event or function, a list of functions to be kept at reception for inspection by the relevant authorities;
 - f) Directors and employees of the licence holder and its affiliated companies;
 - g) Persons who have pre-booked a meeting room;
 - h) Day-pass visitors.

Any guests of the above.
2. A list of the names of members of the office shall be kept on the premises at all times showing the names and dates of attendance of any guests introduced by members. The list shall be produced on demand for inspection by the police or an authorised officer of the Council.
3. A Challenge 21 scheme shall be in place. All staff to be trained prior to serving any age restricted products. Training records to be kept for inspection by an authorised officer of the local authority. Refusals system in place (till prompt or book) to be monitored by the DPS and to be made available to an authorised officer of the local authority on request.

4. The Premises Licence Holder will ensure that a CCTV system is fully compliant with the guidance contained in the Information Commissioner's Office (ICO) guidance document (www.informationcommissioner.gov.uk) regarding installation of CCTV provided at the premises.
5. CCTV shall be installed at the Premises in the form of a recordable system, capable of providing clear, good quality images in all lighting conditions. Cameras shall encompass all entrances and exits to the premises and areas where the sale of alcohol takes place. Equipment shall be maintained in good working order and checked on a regular basis to ensure it displays the correct time and date. The system shall record in real time and operate whilst the premises are open to the public. The recordings shall be retained for a period of 31 days and made available to any authorised officer on reasonable request for evidential purposes, in accordance with Data Protection Legislation. The Recording equipment shall be kept in a secure environment under the control of the Premises Licence Holder or other responsible named individual. There shall be sufficient members of trained staff available to be able to download or view CCTV evidence with the minimum of delay at the reasonable request of an authorised officer.
6. If the CCTV equipment (Including any mobile units in use at the premises) breaks down the Premises Licence Holder shall ensure the Designated Premises Supervisor, or in his/her absence other responsible person, verbally informs the Licensing Authority as soon as is reasonably practicable. This information shall be contemporaneously recorded in the incident report register and shall include the time, date and means this was done and to whom the information was reported. Equipment failures shall be repaired or replaced as soon as is reasonably practicable and without undue delay. The Licensing Authority shall be informed when faults are rectified.
7. The responsible person for the licensed premises will ensure that a suitable and sufficient fire risk assessment is completed for the premises, this must focus on the safety in case of fire of all "relevant persons". Any significant findings must be recorded and acted upon.
8. Under 18s shall be accompanied by an adult at all times.
9. The Premises Licence Holder or nominated person shall erect and maintain, in a prominent position at every exit a clear, conspicuous and legible notice requesting patrons to avoid causing noise, nuisance or disturbance to any local residents.
10. Save for those in sealed containers, off sales shall be restricted to consumption within the premises at 50 Cumberland Rd, London, N22 7TP, and shall not be permitted to be taken outside of this premises.
11. The external terraces on the 5th floor shall not be used after 23:00 hours.

Consent of individual to being specified as premises supervisor

Christina Ronsyn

I
[full name of prospective premises supervisor]

of

58 Stanley Road
London
E4 7DB

[home address of prospective premises supervisor]

<i>Date of birth:</i> 01/01/1976	<i>Place of birth:</i> Ottawa Canada	<i>Nationality:</i> Canadian-British
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hereby confirm that I give my consent to be specified as the designated premises supervisor
in relation to the application for
new premises licence

[type of application]

by

Alexandra Investments Limited

[name of applicant]

relating to a premises licence	TBC
	<i>[number of existing licence, if any]</i>

for

Greenside House,
50 Station Rd,
Wood Green,
London
N22 7DE

[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
Alexandra Investments Limited

[name of applicant]

concerning the supply of alcohol at

Greenside House,
50 Station Rd,
Wood Green,
London
N22 7DE

[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

09-071034-1

[insert personal licence number, if any]

Personal licence issuing authority

Royal Borough of Kensington and Chelsea

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

Signed



Name (please print)

Christina Ronsyn

Date

10/03/2021