

Decision Notice

Application for a variation of a premises license at Hornsey Town Hall Arts Centre, Hornsey Town Hall, The Broadway, Crouch End, London, N8 9BQ - 26th February 2024

The Licensing Sub Committee carefully considered the application for a variation of a premises licence at Hornsey Town Hall Arts Centre, Hornsey Town Hall, The Broadway, Crouch End, London, N8 9BQ. In considering the application, the Committee took account of the London Borough of Haringey's Statement of Licensing Policy, the Licensing Act 2003, the Licensing Act 2003 section 182 Guidance, the report pack, the applicants and objector's representations. The objections and representations from the Police were withdrawn. The three remaining objectors had made written representations which were considered, but they did not attend the hearing.

Having considered the application and heard from all the parties, the Committee decided to **GRANT** the application **subject to conditions below**.

1. The Hours for the Supper Room amended to

Monday to Thursday	1000 to 2330 hours
Friday to Saturday	1000 to 0200 hours
Sunday	1000 to 2245 hours

2. CONDITIONS

As set out at Appendix 1 of the application (page 135-139) -with the following amendments:

Condition 28- Prior to the commencement of licensable activities, the Premises will have the benefit of a Means of Escape Assessment, which needs to specify the capacities for the different areas in the venue, a copy of which will be lodged with the Fire Authority & the Licensing Authority.

Additional Conditions Agreed with the Metropolitan Police

1. All Licensable activities in the town Hall Square and Town Hall Gardens shall cease at 21.00 hours.
2. Where the Town Square is intended to be used for Regulated Entertainment at any time the following conditions shall apply:

Reasons

The Committee gave serious consideration to the submissions by the applicant and to the concerns raised by the objectors. It was noted that the Police who had earlier raised concerns had withdrawn their objections in light of amended conditions between agreed between the Police and the applicant. The other 3 objectors had submitted written representations which were considered.

It was noted, to the credit of the Applicant, that they had engaged with the relevant authorities and agreed the conditions proposed by the Police and the Licensing Authority. The Applicant has also engaged and liaised with stakeholders and members of the Community.

The Committee also noted the benefit the Community of the renovation of the Town Hall and spaces within the Premises.

The objections from the Residents concerned issues such as concern about noise nuisance, litter, and safety. Having noted these concerns and having read the submission and the agreed conditions from the applicant- the Committee was of the view that these legitimate concerns have been addressed by the Applicant in the agreed Conditions and the event management plan.

However, the Committee was concerned about the number of days on which the Supper room was open late. The Committee has granted the hours requested but varied the days for those extended hours to Friday-Saturday which is in keeping with late hours for the area and for the provision of regulated entertainment with alcohol. The Committee found that there would be an increase in noise nuisance on a work day evening (i.e the Thursday) particularly as there are residential homes nearby.

In light of the above it was deemed that a grant of the application with the above limited variations to the already agreed Conditions balance the interests of the Applicant, the objectors and safeguards the licensing objectives.

Appeal Rights

This decision is open to appeal to the Magistrates Court within the period of 21 days beginning on the day upon which the appellant is notified of the decision. This decision does not take effect until the end of the appeal period or, in the event that an appeal has been lodged, until the appeal is dispensed with.

CONDITONS:

HORNSEY TOWN HALL ARTS CENTRE – PROPOSED LICENCE CONDITIONS

Prevention of Crime and Disorder

1. The Premises shall install and maintain a comprehensive CCTV system. All entry and exit points to the premises will be covered in such a manner as to enable frontal identification of every person entering in all expected light conditions. The system will record an external view of the main entrance. The system shall continually record whilst the Premises are open for licensable activities or whilst members of the public are present. All recordings shall be stamped with the correct corresponding date and time. All recordings shall be stored for a minimum period of 31 days.
2. A staff member who is conversant with the operation of the CCTV system shall be on the Premises at all times whilst the Premises are open for licensable activities. This staff member must be able to, at the request of the Police or authorised Council Officer, review and copy any recordings stored by the system and provide to the requesting Officer such copies as they request.
3. An incident log (electronic or paper based) shall be kept at the Premises and made available on request to an authorised Council Officer, the Police or the Fire Service. The log shall record the following:
 - a. All crimes reported to the venue,
 - b. All ejections of patrons,
 - c. Any complaints received concerning crime and disorder,
 - d. Any incidents of disorder,
 - e. Seizures of drugs or offensive weapons,
 - f. Any faults in the CCTV system,
 - g. Any refusal of the sale of alcohol (including the date and time of the refused sale and the name of the member of staff who refused the sale).
 - h. Any visit by a relevant authority or emergency service.
4. The Premises shall operate a Challenge 25 proof of age scheme. The only acceptable forms of identification are recognised photographic identification cards such as a driving licence, passport or proof of age card with the PASS Hologram.
5. All staff authorised by the Designated Premises Supervisor to sell alcohol shall either hold a Person Licence or shall receive relevant training before making any unsupervised sales. The training shall include:
 - a. The Licensing Act 2003 in terms of licensing objectives and offences committed under the Act;
 - b. The terms and conditions of the Premises Licence;
 - c. The sale of age-restricted products. Age-restricted products training shall cover the following steps:
 - i. The assessment of age;
 - ii. How and when to challenge for proof of age;
 - iii. Acceptable proof of age and how to check; and
 - iv. Recording refusals.

This training shall be refreshed once per year. Staff shall sign to confirm that they have received and understood the training. Written records of this training shall be retained at the premises and made available to the Police or authorised officers of the Licensing Authority upon request.

6. The Premises shall operate security including the use of SIA door staff as and when required having undertaken a risk assessment. A copy of the security policy and risk assessment will be provided to the police licensing officer upon request.

Prevention of Public Nuisance

7. The Premises shall display signs at each exit issuing reminders that customers should depart the Premises quietly having regard to the neighbours.
8. The Premises shall, at the main entry, display information relating to the nearby bus stops, taxi ranks and Underground Stations.
9. The Premises Licence Holder shall appoint a dedicated taxi or mini cab company or companies. Staff shall offer to book cars on behalf of patrons. After midnight, all patrons seeking licensed vehicles will be encouraged to remain inside the Premises to await their vehicle.
10. The use of the private external courtyard on the lower ground floor (the Co-Worker's Garden) shall not take place between 21:00 and 07:00 hours.
11. The use of the Square for licensable activities shall be limited to one weekend per month except in July, August and December when the use shall be limited to *ten* days per month and on all days between the hours of 11:00 and 21:00 for the sale of alcohol and from 11:00 to 21:00 for regulated entertainment other than on New Years Eve when the hours are 10:00 to 0100 the following morning.
12. The roof terrace shall not be used between 23:00 and 08:00 and shall only be used for the consumption of alcohol and showing of films with no publicly audible dialogue or music.
13. All external doors and windows shall be kept closed between 23:00 and 07:00 during the provision of regulated entertainment, except for immediate access and egress.
14. All speakers are mounted on anti-vibration mountings to prevent vibration transmission to neighbouring properties.
15. The Premises shall use electronic noise limiters to ensure that all amplified sound from the Premises is within agreed limits as agreed with the Environmental Health Officer.
16. No deliveries shall take place between the hours of 22:00 and 07:00.
17. The emptying of refuse in external areas shall not take place between 22:00 and 07:00.

18. Before the commencement of Regulated Entertainment, an acoustic report will be prepared and lodged with the Environmental Health Officer. All recommendations in the report shall be complied with.
19. The Premises shall operate a dispersal policy and noise management plan and all staff shall be trained in their implementation. A copy of the policies and written records of this training shall be retained at the premises and made available to the Police or authorised officers of the Licensing Authority upon request.
20. No drinking vessels are permitted to leave the premises, other than takeaway drinks from the café or into the Square when licensable activities are permitted under the benefit of this Premises Licence.
21. No music will be played in, or for the benefit of patrons in external areas of the premises save for events permitted under this licence in the Square.
22. No form of loudspeaker or sound amplification equipment is to be sited on or near the exterior of the premises or in or near any foyer, doorway, window or opening to the premises save in respect of events permitted under this licence in the Square.
23. A complaints book will be held on the premises to record details of any complaints received from neighbours. The information is to include, where disclosed, the complainant's name, location, date, time and subsequent remedial action undertaken. This record must be made available at all times for inspection by Council officers.
24. All ventilation and extraction systems shall be correctly maintained and regularly serviced to ensure that it is operating efficiently and with minimal disturbance to neighbours arising from odour.
25. Illuminated external signage shall be switched off when the premises is closed.
26. Security lights will be positioned to minimise light intrusion to nearby residential premises.

Public Safety

27. Glassware shall not be permitted on the Town Hall Square.
28. Prior to the commencement of licensable activities, the Premises will have the benefit of a Means of Escape Assessment, which needs to specify the capacities for the different areas in the venue, a copy of which will be lodged with the Fire Authority & the Licensing.

Protection of Children

29. People under the age of 18 shall not be permitted on the premises during licensable activities unless accompanied by a parent, guardian or responsible adult (other than until 2200 in the Retail, Foyer and Café areas shown on the plan attached to the premises licence and in the Town Hall Square at any time) or where attending an age appropriate screening in the cinema.

Additional Conditions Agreed with the Metropolitan Police

3. ***All Licensable activities in the town Hall Square and Town Hall Gardens shall cease at 21.00 hours.***
4. ***Where the Town Square is intended to be used for Regulated Entertainment at any time the following conditions shall apply:***
 - a. ***The Premises Licence Holder shall notify the Licensing Authority in writing of the proposed date of any such occasion no later than two weeks before the date of it.***
 - b. ***The Premises Licence Holder shall consult and engage with the Police and Licensing Authority, and this will include where necessary, discussing all aspects of the event, including the promotion of the four licensing objectives under the Licensing Act 2003 with the Police and Licensing Authority.***
 - c. ***The results of this event planning process shall be compiled into an Event Management Plan. The Event Management Plan is a work in progress throughout the planning process. It will also contain relevant risk assessments used by the premises licence holder to deliver the event.***
 - d. ***The Event Management Plan shall be prepared in consultation with the Police and Licensing Authority and a final copy of the Event Management Plan shall be lodged with the Licensing Authority no less than 14 days before the event.***
5. ***Any external events will be prior assessed for the use of additional barriers to maintain crowd control and prevent disorder.***
6. ***The use of pedestrian barriers shall be utilised on festival days.***
7. ***Security will be stationed at the entrance and exit of the pedestrian barriers when in use, to monitor the amount of people in the square to avoid overcrowding, disorder and crowd control.***
8. ***The balustrade on the roof terrace shall comply with the appropriate building regulation standards before it is used by members of the public.***
9. ***The premises will use SIA accredited personnel on the roof terrace where the roof terrace is open to the public after 20:00 of Fridays and Saturdays. The need for SIA security personnel at other times will be risk assessed and the recommendations of that risk assessment shall be implemented.***