

Report of: **Service Director, Public Protection**

Meeting of	Date	Agenda Item	Ward(s)
Licensing Sub-Committee	2 February 2012	BS	Caledonian

Delete as appropriate		Non-exempt
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**Subject: PREMISES LICENCE NEW APPLICATION
RE: 2 NORTHDOWN STREET, LONDON N1 9BG**

1. Synopsis

- 1.1 This is an application for a new premise licence under the Licensing Act 2003
- 1.2 The application is to permit
 - i) regulated entertainment: plays films, live music, recorded music, performance of dance, provision of facilities for making music from 11:00 until 22:00 Sunday to Friday and from 10:00 to 22:00 on Saturdays.
 - ii) sale of alcohol, for consumption both on and off the premises, from 11:00 until 22:00 Monday to Sunday.

2. Recommendations

- 2.1 To determine the application for a new premises licence under Section 17 of the Licensing Act 2003.
- 2.2 If the Committee grants the application it should be subject to:
 - i. conditions of the current premises licence;
 - ii. conditions prepared by the Licensing Officer which are consistent with the Operating Schedule (See appendix 3);
 - iii. conditions recommended by responsible Authorities (see appendix 3);
 - iv. any conditions deemed necessary by the Committee to promote the four licensing objectives.

3. Background

3.1 Papers are attached as follows:-

Appendix 1: application form;

Appendix 2: representations and additional submission from applicant;

Appendix 3: suggested conditions and map of premise location.

3.2 The Licensing Authority has received 1 letter of representation from a local resident.

3.3 The premises is unlicensed;

4. Conclusion and reasons for recommendations

4.1 The Council is required to consider this application in the light of all relevant information, and if approval is given, it may attach such conditions necessary to promote the licensing objectives.

Background papers:


The Council's Statement of Licensing Policy

Licensing Act 2003

Secretary of States Guidance

Final Report Clearance

Signed by


Service Director – Public Protection

24.1.12
Date

Received by

Head of Scrutiny and Democratic Services

Date

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Islington London Borough Council

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

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

OK
TL
22/12/11

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.

We The Invisible Dot Premises 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			
2 Northdown Street			
Post town	London	Post code	N1 9BG
Telephone number at premises (if any)	N/A		
Non-domestic rateable value of premises	£15,500		

ISLINGTON COUNCIL LICENSING	
Date	22/12/11
Fee Paid	190.00
Cash/Cheque Number (please circle)	108190
Receipt Number	50380
Received By	JW

Part 2 - Applicant Details

Please state whether you are applying for a premises licence as
Please tick **yes**

- a) an individual or individuals *
- b) a person other than an individual *
 - i. as a limited company
 - ii. as a partnership
 - iii. as an unincorporated association or
 - iv. other (for example a statutory corporation)
- c) a recognised club
- d) a charity
- e) the proprietor of an educational establishment
- f) a health service body
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital
- h) the chief officer of police of a police force in England and Wales

- please complete section (A)
- please complete section (B)
- please complete section (B)
- please complete section (B)
- please complete section (B)
- please complete section (B)
- please complete section (B)
- please complete section (B)
- please complete section (B)
- please complete section (B)
- please complete section (B)
- please complete section (B)

* If you are applying as a person described in (a) or (b) please confirm:

Please tick yes

- 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)	
Surname			First names		
I am 18 years old or over					<input type="checkbox"/> Please tick yes
Current postal address if different from premises address					
Post Town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

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)	
Surname			First names		
I am 18 years old or over					<input type="checkbox"/> Please tick yes
Current postal address if different from premises address					
Post Town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

(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.

Name The Invisible Dot Premises Ltd
Address 37 Warren Street London W1T 6AD
Registered number (where applicable) 07620588
Description of applicant (for example, partnership, company, unincorporated association etc.) Private company limited by shares
Telephone number (if any) 020 7424 8918
E-mail address (optional) martin@theinvisible.com

Part 3 Operating Schedule

When do you want the premises licence to start?

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

As soon as the Licensing Authority is advised that works are completed.

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

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

A

Please give a general description of the premises (please read guidance note 1)

The premises are situated on Northdown Street, 0.2 miles walk from King's Cross St Pancras Station. The premises, which consist of a ground, first and second floor, are currently disused. The applicant, a production company, is looking to use the premises as its offices and as a space to develop new creative work. As part of the latter function, the applicant is seeking to use the ground floor as a space for workshops, rehearsals and work-in-progress performances. In order to provide refreshments for members of the public attending work-in-progress performances, the applicant is also looking to obtain a licence to sell alcoholic drinks on the ground floor of the premises.

The premises will be operated by The Invisible Dot Ltd., a unique company that works within comedy and theatre, producing work that is bold, amusing and unusual. The Invisible Dot is a producer of work in and around London on tour and at the Edinburgh Fringe and other international festivals. The Invisible Dot has also presented regular performances of live comedy/theatre and film screenings in Camden Town. In addition the company is a publisher having to date launched 3 books and a vinyl record.

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

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

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

Provision of regulated entertainment

- Please tick yes
- a) plays (if ticking yes, fill in box A)
 - b) films (if ticking yes, fill in box B)
 - c) indoor sporting events (if ticking yes, fill in box C)
 - d) boxing or wrestling entertainment (if ticking yes, fill in box D)
 - e) live music (if ticking yes, fill in box E)
 - 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 entertainment facilities:

- i) making music (if ticking yes, fill in box I)
- j) dancing (if ticking yes, fill in box J)
- k) entertainment of a similar description to that falling within (i) or (j) (if ticking yes, fill in box K)

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

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

In all cases complete boxes N, O and P

A

Plays Standard days and timings (please read guidance note 6)			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>	
Day	Start	Finish		Outdoors	<input type="checkbox"/>	
				Both	<input type="checkbox"/>	
Mon	11:00	22:00	Please give further details here (please read guidance note 3) It is proposed to present work-in-progress performances of comedy (predominantly stand-up but also sketch comedy) and small-scale theatre productions at the premises. Each performance is likely to only involve a small number of performers and many will involve solo performers.			
Tue	11:00	22:00				
Wed	11:00	22:00		State any seasonal variations for performing plays (please read guidance note 4) N/A		
Thur	11:00	22:00				
Fri	11:00	22:00				
Sat	10:00	22:00		Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list (please read guidance note 5) From the commencement of hours on New Year's Eve until the commencement of hours on New Year's Day.		
Sun	11:00	22:00				

B

Films Standard days and timings (please read guidance note 6)			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3) Films (predominantly Arthouse, Independent, Shorts etc.)		
Mon	11:00	22:00			
Tue	11:00	22:00	State any seasonal variations for the exhibition of films (please read guidance note 4) N/A		
Wed	11:00	22:00			
Thur	11:00	22:00	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 (please read guidance note 5) From the commencement of hours on New Year's Eve until the commencement of hours on New Year's Day.		
Fri	11:00	22:00			
Sat	10:00	22:00			
Sun	11:00	22:00			

C

Indoor sporting events Standard days and timings (please read guidance note 6)			Please give further details (please read guidance note 3)		
Day	Start	Finish			
Mon			State any seasonal variations for indoor sporting events (please read guidance note 4)		
Tue					
Wed			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 (please read guidance note 5)		
Thur					
Fri					
Sat					
Sun					

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 6)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish			
Mon			Please give further details here (please read guidance note 3)		
Tue					
Wed			State any seasonal variations for boxing or wrestling entertainment (please read guidance note 4)		
Thur					
Fri			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 (please read guidance note 5)		
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 6)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish			
Mon	11:00	22:00	Please give further details here (please read guidance note 3) Instrumental performances by single and accompanied players complimentary to the ethos of a venue presenting comedy and small-scale theatre productions. There will be no rock bands.		
Tue	11:00	22:00			
Wed	11:00	22:00	State any seasonal variations for the performance of live music (please read guidance note 4) N/A		
Thur	11:00	22:00			
Fri	11:00	22:00	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 (please read guidance note 5) From the commencement of hours on New Year's Eve until the commencement of hours on New Year's Day.		
Sat	10:00	22:00			
Sun	11:00	22:00			

F

Recorded music Standard days and timings (please read guidance note 6)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>	
Day	Start	Finish		Outdoors	<input type="checkbox"/>	
Mon	11:00	22:00	Please give further details here (please read guidance note 3) Recorded music played through in-house reproduction system.	Both	<input type="checkbox"/>	
Tue	11:00	22:00				
Wed	11:00	22:00		State any seasonal variations for the playing of recorded music (please read guidance note 4) N/A		
Thur	11:00	22:00				
Fri	11:00	22:00		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 (please read guidance note 5) From the commencement of hours on New Year's Eve until the commencement of hours on New Year's Day.		
Sat	10:00	22:00				
Sun	11:00	22:00				

G

Performances of dance Standard days and timings (please read guidance note 6)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>	
Day	Start	Finish		Outdoors	<input type="checkbox"/>	
Mon	11:00	22:00	Please give further details here (please read guidance note 3) Performances of dance ancillary to plays and complimentary to the activities of a venue presenting comedy and small-scale theatre productions.	Both	<input type="checkbox"/>	
Tue	11:00	22:00				
Wed	11:00	22:00		State any seasonal variations for the performance of dance (please read guidance note 4) N/A		
Thur	11:00	22:00				
Fri	11:00	22:00		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 (please read guidance note 5) From the commencement of hours on New Year's Eve until the commencement of hours on New Year's Day.		
Sat	10:00	22:00				
Sun	11:00	22:00				

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 6)			Please give a description of the type of entertainment you will be providing Stand-up comedy by one or more artists.	
Day	Start	Finish	Will this entertainment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors <input checked="" type="checkbox"/>
Mon	11:00	22:00		Outdoors <input type="checkbox"/>
Tue	11:00	22:00	Please give further details here (please read guidance note 3) Comedy and fringe entertainment provided by one or more stand-up comedians.	Both <input type="checkbox"/>
Wed	11:00	22:00		
Thur	11:00	22:00	State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 4) N/A	
Fri	11:00	22:00		
Sat	10:00	22:00	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 (please read guidance note 5) From the commencement of hours on New Year's Eve until the commencement of hours on New Year's Day.	
Sun	11:00	22:00		

I

Provision of facilities for making music Standard days and timings (please read guidance note 6)			Please give a description of the facilities for making music you will be providing Single musician or group of musicians playing with both amplified and unamplified instruments.	
Day	Start	Finish	Will the facilities for making music be indoors or outdoors or both – please tick (please read guidance note 2)	Indoors <input checked="" type="checkbox"/>
Mon	11:00	22:00		Outdoors <input type="checkbox"/>
Tue	11:00	22:00	Please give further details here (please read guidance note 3)	Both <input type="checkbox"/>
Wed	11:00	22:00		
Thur	11:00	22:00	State any seasonal variations for the provision of facilities for making music (please read guidance note 4) N/A	
Fri	11:00	22:00		
Sat	10:00	22:00	Non standard timings. Where you intend to use the premises for provision of facilities for making music at different times to those listed in the column on the left, please list (please read guidance note 5) From the commencement of hours on New Year's Eve until the commencement of hours on New Year's Day.	
Sun	11:00	22:00		

J

Provision of facilities for dancing Standard days and timings (please read guidance note 6)			Will the facilities for dancing be indoors or outdoors or both – please tick (see guidance note 2)	Indoors <input type="checkbox"/> Outdoors <input type="checkbox"/> Both <input type="checkbox"/>
Day	Start	Finish	Please give a description of the facilities for dancing you will be providing	
Mon			Please give further details here (please read guidance note 3)	
Tue				
Wed			State any seasonal variations for providing dancing facilities (please read guidance note 4)	
Thur				
Fri			Non standard timings. Where you intend to use the premises for the provision of facilities for dancing entertainment at different times to those listed in the column on the left, please list (please read guidance note 5)	
Sat				
Sun				

K

Provision of facilities for entertainment of a similar description to that falling within i or j Standard days and timings (please read guidance note 6)			Please give a description of the type of entertainment facility you will be providing	
Day	Start	Finish	Will the entertainment facility be indoors or outdoors or both – please tick (please read guidance note 2)	Indoors <input type="checkbox"/> Outdoors <input type="checkbox"/> Both <input type="checkbox"/>
Mon			Please give further details here (please read guidance note 3)	
Tue				
Wed			State any seasonal variations for the provision of facilities for entertainment of a similar description to that falling within i or j (please read guidance note 4)	
Thur				
Fri			Non standard timings. Where you intend to use the premises for the provision of facilities for entertainment of a similar description to that falling within i or j at different times to those listed in the column on the left, please list (please read guidance note 5)	
Sat				
Sun				

L

Late night refreshment Standard days and timings (please read guidance note 6)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3)		
Mon			State any seasonal variations for the provision of late night refreshment (please read guidance note 4)		
Tue					
Wed					
Thur					
Fri					
Sat					
Sun					
			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 (please read guidance note 5)		

M

Supply of alcohol Standard days and timings (please read guidance note 6)			Will the supply of alcohol be for consumption (Please tick box) (please read guidance note 7)	On the premises	<input type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 4)		
Mon	11:00	22:00	N/A 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 (please read guidance note 5) From the commencement of hours on New Year's Eve until the commencement of hours on New Year's Day.		
Tue	11:00	22:00			
Wed	11:00	22:00			
Thur	11:00	22:00			
Fri	11:00	22:00			
Sat	11:00	22:00			
Sun	11:00	22:00			

State the name and details of the individual whom you wish to specify on the licence as premises supervisor

Name Mr Simon Pearce	
Address 31 Highstone Mansions, 84 Camden Road, London	
Postcode	NW1 9DY
Personal Licence number (if known) PERS-LIC/2341	
Issuing licensing authority (if known) Camden Council	

N

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 8)

The premises may be used to show collections of films that are for restricted age groups. Also, some of the performances will be unsuitable for younger audiences although it is not intended for any performances to be of a sexual nature, involving nudity or semi-nudity.

O

Hours premises are open to the public Standard days and timings (please read guidance note 6)			State any seasonal variations (please read guidance note 4) N/A
Day	Start	Finish	
Mon	09:00	22:30	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 (please read guidance note 5) From the commencement of trading on New Year's Eve until the commencement of trading on New Year's Day.
Tue	09:00	22:30	
Wed	09:00	22:30	
Thur	09:00	22:30	
Fri	09:00	22:30	
Sat	09:00	22:30	
Sun	09:00	22:30	

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

a) General – all four licensing objectives (b,c,d,e) (please read guidance note 9)

A suitable and sufficient risk assessment of all the relevant activities will be prepared and regularly evaluated, with any measures emanating from such assessments implemented. A fire risk assessment will also be prepared and regularly evaluated, with any measures emanating from the assessment implemented.

Please see b), c), d) and e) below

b) The prevention of crime and disorder

The premises will be operated to the highest standards of management. The licensee will employ able and experienced management staff, able to provide effective day-to-day management. Adequate and appropriately certified training in crime prevention will be provided to all staff. Staff will also be trained to recognise when customers are being drunk and to adopt appropriate "cut-off" procedures as per training.

A refusals register will be maintained at the premises and regularly updated to ensure compliance with the requirements of the Regulatory Authorities.

The staff will undertake routine checks of the premises and the immediate areas at regular intervals.

Clear procedures will be developed to deal with anti-social behaviour on the premises.

The licensee shall subscribe to and participate fully in the local Pubwatch scheme. If appropriate, the licensee will sign-up to a community radio scheme to ensure contact is maintained with other local licensed premises and the Police.

All instances of crime and disorder shall be reported to the Police. An incident and occurrence book will be kept on the premises so staff can record any instances of crime, disorder, refused sales, ejections and intimidating behaviour. The incident book shall be kept on the premises and be available for inspection at all times the premises is open and management shall regularly check the book to ensure all staff are using it.

CCTV shall be installed, operated and maintained in agreement with the Police. The system will enable frontal identification of every person entering the premises. The system shall record in real time and operate whilst the premises are open for licensable activities. The recordings shall be kept available for 31 days. Recordings shall be made available to an authorised officer or a Police Officer (subject to the Data Protection Act 1988) within 24 hours of an appropriate request. Staff will be trained to maintain and operate the system. The recording equipment will be stored in a secure area and access to the recording equipment shall be restricted to authorised staff only. If the CCTV equipment is inoperative or is otherwise not installed and working, then the Police and Licensing Authority will be notified within 48 hours with an estimate given of the repair timescale.

The venue capacity will be effectively monitored to prevent over-crowding. Staff members will monitor capacity of the ground floor and work-in-progress performances will be ticketed to ensure the capacity is not exceeded.

Alcoholic and other drinks purchased from the premises will not be taken away from the immediate curtilage of the premises in open containers such as glasses or opened bottles.

No customers carrying open or sealed bottles shall be allowed to enter the premises at any time that the premises are open to the public.

Toilets shall be checked regularly by staff and kept in good order.

Responsible drinks promotion practice will be operated as outlined in various industry good practice guides such as the BBPA publication "Point of Sale Promotions - a good practice guide for the pub

owners and licensees" and the Portman Group's publication on point of sale promotions.

At closing time, a dispersal procedure will be followed for the quick, safe and quiet dispersal of any remaining customers from the premises. All staff members will be trained in the dispersal procedure and all reasonable steps will be taken to ensure that staff adhere to the procedure.

c) Public safety

The premises will be fully accessible for disabled people. The main entrance to the premises will be flat from the pavement. There will be an accessible toilet positioned on the ground floor.

The licensee will carry out a fire risk assessment of the premises, implementing any measures that arise from the assessment.

All electrical sockets for use by performers will be provided with RCD protection.

The venue capacity will be effectively monitored to prevent over-crowding. The maximum capacity of the ground floor will be 75 audience members.

The premises will be fitted with fire fighting equipment, emergency lighting and appropriate means of raising the alarm in the event of a fire.

The edges of the treads of steps and stairways will be maintained so as to be in good condition and be conspicuous.

Adequate and appropriate supply of first aid equipment and materials will be available on the premises at all times.

Drinks will only be permitted in work-in-progress performances in plastic or paper cups.

Special effects will not be used on the premises without a risk assessment being carried out for each proposed activity. Detailed steps to be taken to prevent and control the risk to customers will be undertaken prior to the use of any special effects.

d) The prevention of public nuisance

All staff will be trained to recognise and deal with the potential effects of patrons leaving the premises and creating a public nuisance.

On occasion, it is proposed to place tables and chairs for customers in the external area in front of the premises (marked on the attached plans). Live entertainment will not be provided in outside areas. The external area will be cleared of customers by 22:00. Tables and chairs will be positioned so that they do not obstruct the pavement or emergency escape routes from the premises.

Bottling out from the premises will be prohibited between 23:00 and 08:00. All refuse will be placed into receptacles outside the premises at times that will minimise the disturbance to nearby properties.

All deliveries and collections from the premises will be scheduled to minimise disturbance to nearby properties.

At closing time, a dispersal procedure will be followed for the quick, safe and quiet dispersal of any remaining customers from the premises.

e) The protection of children from harm

Children under the age of sixteen will only be allowed on the premises when accompanied by an adult.

The licensee will ensure that there is an effective policy in place to control sale or supply of alcoholic drinks to children under the age of 18 years. The policy will require the production of a "proof of age" before such sales are made. The proof of age required/acceptable (such as "proof of age" cards such as PASS (Proof of Age Standards Scheme) cards, photo driving licences or passports) will be clearly set out in the policy. All staff responsible for selling alcohol shall be trained to ask for and recognise acceptable means of identification. A Challenge 21 Policy will operate at the premises and notices will be displayed to the effect that a Challenge 21 Policy is in operation.

When showing films, the licensee shall ensure compliance with the age restrictions of the appropriate British Board of Film Classification (BBFC). Immediately before each exhibition of a film passed by the BBFC there will be exhibited on screen for at least five seconds in such a manner as to be easily read by all persons in the auditorium a reproduction of the certificate of the BBFC or, as regards a trailer advertising a film, of the statement approved by the BBFC indicating the classification of the film. If a film is not classified by the BBFC it will be submitted to the Licensing Authority at least 28 days before the proposed screening for classification. Notices will be displayed so that customers can be readily made aware of the classification attached to any film or trailer.

A refusals book shall be maintained at the premises. The refusals book shall be made available to an authorised Council officer or the Police on request.

Notices will be displayed stating that it is an offence to purchase alcohol on behalf of an underage person (proxy sales).

- | | Please tick yes |
|--|-------------------------------------|
| • I have made or enclosed payment of the fee | <input checked="" type="checkbox"/> |
| • I have enclosed the plan of the premises | <input checked="" type="checkbox"/> |
| • I have sent copies of this application and the plan to responsible authorities and others where applicable | <input checked="" type="checkbox"/> |
| • I have enclosed the consent form completed by the individual I wish to be premises supervisor, if applicable | <input type="checkbox"/> |
| • I understand that I must now advertise my application | <input checked="" type="checkbox"/> |
| • I understand that if I do not comply with the above requirements my application will be rejected | <input checked="" type="checkbox"/> |

IT IS AN OFFENCE, LIABLE ON CONVICTION TO A FINE UP TO LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003 TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

Part 4 – Signatures (please read guidance note 10)

Signature of applicant or applicant's solicitor or other duly authorised agent (See guidance note 11). **If signing on behalf of the applicant please state in what capacity.**

Signature	<i>M Ball</i>
Date	20/12/11
Capacity	General Manager, The Invisible Dot Premises Ltd.

For joint applications signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent. (please read guidance note 12). **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 13)

Martin Ball
 The Invisible Dot Premises Ltd.
 099F Camden Stables Market

Post town	London	Post code	NW1 8AH
Telephone number (if any)	020 7424 8918		
If you would prefer us to correspond with you by e-mail your e-mail address (optional)			
martin@theinvisible.com			

Williams, John

From: [REDACTED]
Sent: 06 January 2012 13:22
To: Licensing
Subject: 2 Northdown Street, London N1 9BG

Dear sirs,

I am writing with reference to the application for a premise licence for the above.

I would like to object on the following grounds:

[REDACTED]

We are blighted by noise nuisance already as Northdown Street is used as a car park for the Scala, Big Chill House and other social venues in Kings Cross. It cause problems trying to park from all the visitors parking there, we also suffer every weekend from people fighting, shouting, screaming, cars revving up ,loud music form cars, and using outside our block as a public toilet from about 10.30pm thru to about 4am as people head out and come back from their nights out. I am frequently woken every weekend which is not acceptable.

To have a venue abutting our flats adding to more visitors to our street, more cars to be parked and more noise as people come and go is not conducive to good order and will add noise nuisance.

I note they want to play music/have performances/sell alcohol etc from 11am to 10pm Sun to Friday and 10am -10pm sat. This will be a noise nuisance directly next to my flat, and unless they have excellent soundproofing I do not want to be bothered when I am trying to relax by music and noise up to 10pm every night of the week especially the weekends.

There is no need for another venture like this so close to my flat and I object on grounds of Noise nuisance, public nuisance, and also possible crime and disorder.

Best regards

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Tomashevski, Katie

From: Tomashevski, Katie
Sent: 20 January 2012 10:21
To: [REDACTED]
Subject: FW: 2 Northdown Street

Attachments: 2 Northdown Street - Letter to Mr Walker 19.01.12.pdf



2 Northdown Street
- Letter to... [REDACTED]

I have been asked by the applicant for the premises licence application to forward this letter to you after I sent him a copy of your representation.

I hope the applicant has been able to address some of your concerns. Please contact me if you have any questions regarding this matter as I am the licensing officer dealing with this application.

I will be writing to you formally to notify you of the Licensing Sub Committee hearing on 2 February at 10am but thought you might want to put the date in your diary.

Kind regards,
Katie Tomashevski
Licensing Officer
Islington Council
222 Upper St, London N1 1XR
Tel: 020-7527-3882
Fax: 020-7527-3430

-----Original Message-----

From: Martin Ball [mailto:martin@theinvisible.com]
Sent: 19 January 2012 18:16
To: Tomashevski, Katie
Subject: Re: 2 Northdown Street

Dear Katie,

Thank you for sending the copy of the representation from [REDACTED].

I would be very grateful if you would forward the attached letter to him. I hope it addresses his concerns about the application.

If he requires any further information or would like to discuss the application further, please do let me know.

Best wishes,

Martin

The Invisible Dot.

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[REDACTED]

19th January, 2012

[REDACTED]

2 NORTHDOWN STREET

I am writing regarding the application by The Invisible Dot Premises Ltd. for a premises licence at 2 Northdown Street. I understand from the Licensing Department at Islington Council that you have objected to the application.

I was keen to write to you on behalf of The Invisible Dot with additional details regarding our proposed operations at 2 Northdown Street and to respond to your specific concerns with the application.

The Invisible Dot is a production company that works in theatre and comedy, presenting work in London, on tour in the UK and at the Edinburgh Fringe and other international festivals. The company is currently based in Camden Town but is looking to move its offices to 2 Northdown Street.

The company is proposing to use all three floors of the premises at 2 Northdown Street as office space. The Invisible Dot has also been attracted to the premises by the potential to use the ground floor as a space to develop new work for the company. The ground floor would be a flexible space, used for workshops, castings, rehearsals and work-in-progress performances, alongside the ground floor's current function as an office space. By changing the ground floor into a flexible space, the company will be able to create a facility that will allow a wide range of artists, writers and performers to develop new work in a risk-free environment. The company is applying for a premises licence in order to allow it to use the ground floor space as described above and also to allow it to sell alcohol to members of the public that are attending events at the premises.

I note your concerns regarding noise from the premises. The architects that the company has engaged to work on the premises have been working with an acoustic consultant throughout the design process and are aware of the importance of this issue. The company has already been in contact with the Noise Team at Islington Council, which has itself made a representation to the Licensing Department. As a result of the representation, conditions will be added to the licence that will ensure that the company is responsible for appointing a registered noise consultant to prepare

a scheme of sound insulation and noise control measures for the premises. The scheme will need to be submitted to the Noise Team for approval and implemented to its satisfaction prior to the premises being used for the licensable activities. The Noise Team has also stipulated that the company should prepare a policy and procedure for dispersing customers leaving the premises, should ensure that all windows and doors remain shut during performances and should arrange for refuse collections, deliveries of alcohol and the setting up or dismantling of the stage to occur between 8am and 10pm Mondays to Saturdays and 10am and 9pm on Sundays and Bank Holidays. As these conditions will be added to the premises licence, our understanding is that the Noise Team will have the authority to enforce these conditions throughout the life of the licence. I am sure that the Licensing Department would be able to supply you with further information about the safeguards that would be in place.

With regards to the hours of operation, it is worth highlighting that the ground floor will be a flexible space and the licensable activities will not be taking place on the premises throughout the hours requested in the application. The requested licensing hours reflect the earliest and latest times that the premises will be used for the licensable activities, rather than our envisaged hours of operation. For the majority of the time, the premises will be used for quiet office work and private rehearsals, castings and workshops. The company envisages that there will only be an average of three to four work-in-progress performances each week. In terms of music, this will be auxiliary to the other licensable activities; the premises will not be used as a live music venue or as a nightclub playing recorded music. The premises licence will permit a maximum of seventy-five members of the public into the ground floor of the building.

I am not in a position to comment on the current levels of noise, anti-social behaviour and traffic caused by The Scala, The Big Chill House and other social venues in King's Cross. However, knowing the demographic of the audiences that attend our current events, anecdotally I am able to report that the work-in-progress performances at the premises are likely to attract discerning individuals that will be keen to watch high-quality comedy/theatre. It is not anticipated that the premises' customers will be prone to anti-social or criminal behaviour. The licensable activities will end by 10pm and, with a Council-approved dispersal policy in place, the premises should not contribute to any disturbances between 10.30pm and 4am as outlined in your objection. I am attaching a copy of the Operating Schedule that forms part of the application for the premises licence. This outlines in more detail how the company will be seeking to control the impact of the licensable activities, including the prevention of crime and disorder and the prevention of public nuisance. Each of the points included in the Operating Schedule will also be a condition of the premises licence.

I also note your concern relating to an increased number of parked

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cars on Northdown Street as a result of the licensable activities. Currently, the venues that the company uses for its work-in-progress performances do not have any provision for car parking, with audience members using public transport to attend. The company does not envisage that the trend for its audiences to use public transport will change, especially with the excellent public transport facilities from which Northdown Street benefits. The company will use every opportunity to stress the limited availability of car parking and the quality of public transport links (which will still be running when the premises close). The company will ensure information regarding public transport is included on its website.

I hope this additional information is useful. I would be very happy to discuss the application and your concerns with you further, if this would be helpful.

With kind regards.

Yours sincerely,

Martin Ball
General Manager

Suggested conditions of approval consistent with the operating schedule

1. The premises will be operated to the highest standards of management. The licensee will employ able and experienced management staff, able to provide effective day-to-day management. Adequate and appropriately certified training in crime prevention shall be provided to all staff. Staff shall also be trained to recognise when customers are being drunk and to adopt appropriate "cut-off" procedures as per training.
2. The staff shall undertake routine checks of the premises and the immediate areas at regular intervals.
3. Clear procedures shall be developed to deal with anti-social behaviour on the premises.
4. The licensee shall subscribe to and participate fully in the local Pubwatch scheme. If appropriate, the licensee will sign-up to a community radio scheme to ensure contact is maintained with other local licensed premises and the Police.
5. All instances of crime and disorder shall be reported to the Police. An incident and occurrence book will be kept on the premises so staff can record any instances of crime, disorder, refused sales, ejections and intimidating behaviour. The incident book shall be kept on the premises and be available for inspection at all times the premises is open and management shall regularly check the book to ensure all staff are using it.
6. CCTV shall be installed, operated and maintained in agreement with the Police. The system will enable frontal identification of every person entering the premises. The system shall record in real time and operate whilst the premises are open for licensable activities. The recordings shall be kept available for 31 days. Recordings shall be made available to an authorised officer or a Police Officer (subject to the Data Protection Act 1988) within 24 hours of an appropriate request. Staff will be trained to maintain and operate the system. The recording equipment will be stored in a secure area and access to the recording equipment shall be restricted to authorised staff only. If the CCTV equipment is inoperative or is otherwise not installed and working, then the Police and Licensing Authority will be notified within 48 hours with an estimate given of the repair timescale.
7. The maximum capacity of the ground floor will be 75 audience members.
8. The venue capacity shall be effectively monitored to prevent over-crowding. Staff members shall monitor capacity of the ground floor and work-in-progress performances will be ticketed to ensure the capacity is not exceeded.
9. Alcoholic and other drinks purchased from the premises shall not be taken away from the immediate curtilage of the premises in open containers such as glasses or opened bottles.
10. No customers carrying open or sealed bottles shall be allowed to enter the premises at any time that the premises are open to the public.
11. Toilets shall be checked regularly by staff and kept in good order.
12. Responsible drinks promotion practice will be operated as outlined in various industry good practice guides such as the BBPA publication "Point of Sale Promotions - a good practice guide for the pub owners and licensees" and the Portman Group's publication on point of sale promotions.
13. The premises will be fully accessible for disabled people. The main entrance to the premises will be flat from the pavement. There will be an accessible toilet positioned on the ground floor.
14. The licensee will carry out a fire risk assessment of the premises, implementing any measures that arise from the assessment.
15. All electrical sockets for use by performers will be provided with RCD protection.
16. The premises will be fitted with fire fighting equipment, emergency lighting and appropriate means of raising the alarm in the event of a fire.
17. The edges of the treads of steps and stairways will be maintained so as to be in good condition and be conspicuous.

18. Adequate and appropriate supply of first aid equipment and materials will be available on the premises at all times.
19. Drinks shall only be permitted in work-in-progress performances in plastic or paper cups.
20. Special effects shall not be used on the premises without a risk assessment being carried out for each proposed activity. Detailed steps to be taken to prevent and control the risk to customers will be undertaken prior to the use of any special effects.
21. All staff shall be trained to recognise and deal with the potential effects of patrons leaving the premises and creating a public nuisance.
22. On occasion, it is proposed to place tables and chairs for customers in the external area in front of the premises (marked on the attached plans). Tables and chairs shall be positioned so that they do not obstruct the pavement or emergency escape routes from the premises
23. Live entertainment shall not be provided in outside areas.
24. The external area shall be cleared of customers by 22:00..
25. Bottling out from the premises shall be prohibited between 23:00 and 08:00. All refuse will be placed into receptacles outside the premises at times that will minimise the disturbance to nearby properties.
26. Children under the age of sixteen shall only be allowed on the premises when accompanied by an adult.
27. The licensee shall ensure that there is an effective policy in place to control sale or supply of alcoholic drinks to children under the age of 18 years. The policy will require the production of a "proof of age" before such sales are made. The proof of age required/acceptable (such as "proof of age" cards such as PASS (Proof of Age Standards Scheme) cards, photo driving licences or passports) will be clearly set out in the policy. All staff responsible for selling alcohol shall be trained to ask for and recognise acceptable means of identification.
28. A Challenge 21 Policy shall operate at the premises and notices will be displayed to the effect that a Challenge 21 Policy is in operation.
29. When showing films, the licensee shall ensure compliance with the age restrictions of the appropriate British Board of Film Classification (BBFC). Immediately before each exhibition of a film passed by the BBFC there will be exhibited on screen for at least five seconds in such a manner as to be easily read by all persons in the auditorium a reproduction of the certificate of the BBFC or, as regards a trailer advertising a film, of the statement approved by the BBFC indicating the classification of the film. If a film is not classified by the BBFC it will be submitted to the Licensing Authority at least 28 days before the proposed screening for classification. Notices will be displayed so that customers can be readily made aware of the classification attached to any film or trailer.
30. A refusals book shall be maintained at the premises. The refusals book shall be made available to an authorised Council officer or the Police on request.
31. Notices shall be displayed stating that it is an offence to purchase alcohol on behalf of an underage person (proxy sales).

Suggested conditions of approval recommended by Health & Safety (accepted)

32. The premises shall not be used under the licence until and the arrangements at the premises are suitable and sufficient for health and public safety and have been approved in writing by the responsible authority for health and public safety.
33. The premises shall be in accordance with the Technical Standards for Places of Entertainment.
34. The maximum number of persons accommodated at any one time in the premises shall not exceed the following:
Ground Floor – 75
35. Copies of the inspection and test certificates specified below, properly certified by approved competent persons, shall be available for examination by the responsible authority for health and public safety.

Electrical installation
Emergency lighting
Fire alarm
Fire fighting appliances
Gas installation and appliances

Conditions of approval recommended by Noise Team (accepted)

36. The licensee shall appoint a noise consultant registered with the Institute of Acoustics or Association of Noise Consultants to prepare a scheme of sound insulation and noise control measures, which may include the installation of a noise limiting device, to prevent persons in the neighbourhood from being unreasonably disturbed by noise of the live and recorded music, amplified voices during plays, and the performance of dance from the premises. The scheme shall be submitted for approval by the Council, and the approved scheme fully implemented to the satisfaction of the Council and the licensee notified in writing accordingly, prior to the premises being used for the licensable activities mentioned above.
37. If a noise limiting device is installed, it shall be monitored, checked and calibrated as necessary, so that the approved levels by the Council, are not exceeded. This should be undertaken annually. A certificate from an acoustic consultant should be provided at annually from the date of the licence. The controls for the entertainment noise control system shall be located in a secure, lockable cupboard or similar location. The entertainment noise control system is to be independent of control by persons other than the licensee. Access to the entertainment noise control system is to be restricted to the Licensee or a designated manager.
38. A policy and procedure for customers smoking outside and for dispersing customers when leaving the premises, including at closing times, shall be developed and approved by the Council's Noise Team prior to the variation of the licence application taking effect. This policy and procedure shall be fully implemented after its approval and any necessary training, information and instruction to implement the procedure given to staff.
39. All windows and doors shall be kept shut, except for access and egress, during the times the licensable activities are occurring.
40. Refuse collections, deliveries of alcohol, setting up or dismantling of the stage shall occur between the hours of 08:00 and 22:00, Mondays to Saturdays, or between 10:00 and 21:00 on Sundays and Bank Holidays.

