



Report of: Service Director, Public Protection

Meeting of	Date	Agenda Item	Ward(s)
Licensing Sub-Committee	21 May 2019		Clerkenwell

Delete as appropriate		Non-exempt
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**Subject: NEW PREMISES LICENCE APPLICATION**  
**RE: COURTAULD INTITUTE OF ART, VERNON SQUARE, LONDON WC1X 9EW**

## 1. Synopsis

- 1.1 This is an application for a new premises licence under the Licensing Act 2003.
- 1.2 The application is to allow:
  - i) The provision of films from 18:00 until 22:00 Monday to Friday and from 10:00 until 22:00 Saturday and Sunday.
  - ii) The provision of live music from 18:00 until 22:00 Monday to Sunday.
  - iii) The provision of recorded music from 10:00 until 22:00 Monday to Sunday.
  - iv) The on sale and supply of alcohol from 18:00 until 22:00 Monday to Friday and from 12:00 until 22:00 Saturday and Sunday.
  - v) Opening hours, from 09:30 until 22:00 Monday to Sunday.

## 2. Relevant Representations

Licensing Authority	Yes In discussions surrounding conditions
Metropolitan Police	No
Noise	Conditions Agreed
Health and Safety	No
Trading Standards	Conditions Agreed
Public Health	No
Safeguarding Children	No
London Fire Brigade	No
Local residents	No
Other bodies	Yes – Six local residents

## 3. Background

3.1 Papers are attached as follows:-

Appendix 1: application form;

Appendix 2: representations;

Appendix 3: suggested conditions and map of premises location.

3.2 These premises are located in the Kings Cross Cumulative Impact Area therefore the Licensing Committee will need to consider Licensing Policy 2, which states that there is a presumption of refusal unless the Committee is satisfied that there will be no adverse cumulative impact on the licensing objectives. However, Members will also need to consider Policy's 4, 5 and 6 which look at the merits of an application, and whether they are justified in departing from the policy, especially where premises which are not alcohol-led.

3.3 The Licensing Authority received six letters of representation in opposition to this application from local residents. One of the representors was broadly in support of the premises, but only if certain conditions are accepted. The Licensing Authority also made representations in relation to this application. The representation requested that a number of conditions be accepted by the premises. At the time of writing the report, the conditions were still being considered by the applicant.

## 4. Planning Implications

4.1 The Planning Service has reported that there is no planning conflict in terms of established use or conditions.

4.2 There are no enforcement cases open in relation to the property.

## 5. Recommendations

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

**6. Conclusion and reasons for recommendations**

- 6.1 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 it considers appropriate 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

7/5/19

Date

**Received by**

Head of Scrutiny and Democratic Services

Date

Report author: Licensing Service

Tel: 020 75027 3031

E-mail: [licensing@islington.gov.uk](mailto:licensing@islington.gov.uk)

\* required information

**Section 1 of 21**

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference	Not Currently In Use	This is the unique reference for this application generated by the system.
Your reference	VERNON SQUARE	You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

☐ Yes
 ☒ No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

**Applicant Details**

* First name	Caireen
* Family name	McGinn
* E-mail	[REDACTED]
Main telephone number	[REDACTED]
Other telephone number	

Include country code.

☒ Indicate here if you would prefer not to be contacted by telephone

Are you:

☒ Applying as a business or organisation, including as a sole trader  
☐ Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means you are applying so you can be employed, or for some other personal reason, such as following a hobby.

**Applicant Business**

Is your business registered in the UK with Companies House? ☒ Yes ☐ No

Note: completing the Applicant Business section is optional in this form.

Registration number	[REDACTED]
Business name	The Courtauld Institute of Art
VAT number	[REDACTED]
Legal status	Charity or Association

If your business is registered, use its registered name.

Put "none" if you are not registered for VAT.

*Continued from previous page...*

Your position in the business

Home country

The country where the headquarters of your business is located.

**Registered Address**

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Section 2 of 21**

**PREMISES DETAILS**

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 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.

**Premises Address**

Are you able to provide a postal address, OS map reference or description of the premises?

☒ Address    ☐ OS map reference    ☐ Description

**Postal Address Of Premises**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Further Details**

Telephone number

Non-domestic rateable value of premises (£)

## Section 3 of 21

### APPLICATION DETAILS

In what capacity are you applying for the premises licence?

- ☐ An individual or individuals
- ☐ A limited company / limited liability partnership
- ☐ A partnership (other than limited liability)
- ☐ An unincorporated association
- ☐ Other (for example a statutory corporation)
- ☐ A recognised club
- ☒ A charity
- ☐ The proprietor of an educational establishment
- ☐ A health service body
- ☐ A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- ☐ A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- ☐ The chief officer of police of a police force in England and Wales

## Section 4 of 21

### NON INDIVIDUAL APPLICANTS

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

#### Non Individual Applicant's Name

Name

#### Details

Registered number (where applicable)

Description of applicant (for example partnership, company, unincorporated association etc)

Higher Education Institution (Univeristy)

*Continued from previous page...*

## Address

Building number or name	<input type="text" value="The Courtauld Institute of Art"/>
Street	<input type="text" value="Vernon Square"/>
District	<input type="text" value="Penton Rise"/>
City or town	<input type="text" value="King's Cross"/>
County or administrative area	<input type="text" value="Islington"/>
Postcode	<input type="text" value="WC1X 9EW"/>
Country	<input type="text" value="United Kingdom"/>

## Contact Details

E-mail	<input type="text" value="REDACTED"/>
Telephone number	<input type="text" value="REDACTED"/>
Other telephone number	<input type="text"/>
* Date of birth	<input type="text" value="REDACTED"/> / <input type="text" value="REDACTED"/> / <input type="text" value="REDACTED"/> dd mm yyyy
* Nationality	<input type="text" value="British"/>

[Documents that demonstrate entitlement to work in the UK](#)

## Section 5 of 21

### OPERATING SCHEDULE

When do you want the premises licence to start?	<input type="text" value="24"/> / <input type="text" value="04"/> / <input type="text" value="2019"/>
	dd mm yyyy

If you wish the licence to be valid only for a limited period, when do you want it to end	<input type="text" value="31"/> / <input type="text" value="07"/> / <input type="text" value="2022"/>
	dd mm yyyy

Provide a general description of the premises

For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off- supplies you must include a description of where the place will be and its proximity to the premises.

The premises forms the temporary campus of The Courtauld Institute of Art (which is a Higher Education Institute, (University)), whilst its main premises at Somerset House (Strand, London) undergo major refurbishment. The Courtauld's Vernon Square premises, are primarily used for the purposes of undergraduate and postgraduate teaching, including conservation work. In addition The Courtauld, delivers an extensive reasearch programme of lectures, conferences, workshops and seminars supporting advanced inquiry in the history of art, conversation and museum studies. In addition The Courtauld runs a successful Spring, Summer and Autumn Short Courses study programme. All research and public programme events are open to the public to attend some of which are free and are paid. These events can be scheduled

*Continued from previous page...*

during the day, evening and weekends. The premises is located in a residential area, but has always operated as an educational premises.

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

## Section 6 of 21

### PROVISION OF PLAYS

[See guidance on regulated entertainment](#)

Will you be providing plays?

☐ Yes ☒ No

## Section 7 of 21

### PROVISION OF FILMS

[See guidance on regulated entertainment](#)

Will you be providing films?

☒ Yes ☐ No

### Standard Days And Timings

#### MONDAY

Start

End

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

#### TUESDAY

Start

End

Start

End

#### WEDNESDAY

Start

End

Start

End

#### THURSDAY

Start

End

Start

End

#### FRIDAY

Start

End

Start

End

#### SATURDAY

Start

End

Start

End



*Continued from previous page...*

SUNDAY

Start

End

Start

End

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

☒ Indoors ☐ Outdoors ☐ Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

Films maybe shown in one of two lectures or one of nine seminar rooms within the premises. Sound from these films will be unamplified and will not be heard outside of the premises. Films shown will be linked directly to conference and or seminars and or arranged via one the Students' Union societies.

State any seasonal variations for the exhibition of film

For example (but not exclusively) where the activity will occur on additional days during the summer months.

No films will be shown externally within the grounds of the premises.

Non standard timings. Where the premises will be used for the exhibition of film at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

## Section 8 of 21

### PROVISION OF INDOOR SPORTING EVENTS

[See guidance on regulated entertainment](#)

Will you be providing indoor sporting events?

☐ Yes ☒ No

## Section 9 of 21

### PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

[See guidance on regulated entertainment](#)

Will you be providing boxing or wrestling entertainments?

☐ Yes ☒ No

## Section 10 of 21

### PROVISION OF LIVE MUSIC

[See guidance on regulated entertainment](#)

Will you be providing live music?

Continued from previous page...

## Standard Days And Timings

### MONDAY

Start

End

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

### TUESDAY

Start

End

Start

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### WEDNESDAY

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### THURSDAY

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### FRIDAY

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Start

End

### SATURDAY

Start

End

Start

End

### SUNDAY

Start

End

Start

End

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

☐ Indoors ☐ Outdoors ☒ Both

Where taking place in a building or other  
structure tick as appropriate. Indoors may  
include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

Live Music may occasional be arranged to compliment an event for example ResFest which is an annual Courtauld event comprising pop-up talks, performances and activities that explore art and its history. Sound from 'Live Music' provided at such events will be unamplified.

State any seasonal variations for the performance of live music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Continued from previous page...

Non-standard timings. Where the premises will be used for the performance of live music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

## Section 11 of 21

### PROVISION OF RECORDED MUSIC

[See guidance on regulated entertainment](#)

Will you be providing recorded music?

☒ Yes ☐ No

#### Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

TUESDAY

Start

End

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WEDNESDAY

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THURSDAY

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FRIDAY

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SATURDAY

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*Continued from previous page...*

SUNDAY

Start

End

Start

End

Will the playing of recorded music take place indoors or outdoors or both?

☒ Indoors ☐ Outdoors ☐ Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

Record Music maybe played in one of two lecture theatres or nine seminar room, to compliment the delivery of seminars and conferences. Any music played in these rooms will be unamplified and will not be be heard outside of the premises.

State any seasonal variations for playing recorded music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the playing of recorded music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

## Section 12 of 21

### PROVISION OF PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will you be providing performances of dance?

☐ Yes ☒ No

## Section 13 of 21

### PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

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

☐ Yes ☒ No

## Section 14 of 21

### LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

Continued from previous page...

## Standard Days And Timings

### MONDAY

Start

End

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

### TUESDAY

Start

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### WEDNESDAY

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### THURSDAY

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### FRIDAY

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End

### SATURDAY

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Start

End

### SUNDAY

Start

End

Start

End

Will the provision of late night refreshment take place indoors or outdoors or both?

☐ Indoors ☐ Outdoors ☒ Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

On certain occasions for example the annual ResFest event and or occasional special internal celebratory events, pop-up bars, food trucks and food stalls may be sourced to provide food and beverages to event attendees. Where such activities are arranged these functions would stop serving at 22:00 and be cleared from the premises and or grounds by 22:30 hours.

State any seasonal variations

*Continued from previous page...*

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the supply of late night refreshments at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

## Section 15 of 21

### SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

☒ Yes ☐ No

#### Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

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Start

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THURSDAY

Start

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Start

End

FRIDAY

Start

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Start

End

SATURDAY

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End

Start

End

*Continued from previous page...*

SUNDAY

Start

End

Start

End

Will the sale of alcohol be for consumption:

☒ On the premises    ☐ Off the premises    ☐ Both

If the sale of alcohol is for consumption on the premises select on, if the sale of alcohol is for consumption away from the premises select off. If the sale of alcohol is for consumption on the premises and away from the premises select both.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Depending on the type of event i.e. seminar or conference, complimentary alcohol may be provided. For one off events for example, ResFest or other internal celebratory event, alcohol maybe sold for consumption on the premises or within the grounds to registered event attendees only.

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

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

**Name**

First name

Family name

Date of birth  /  /

*Continued from previous page...*

**Enter the contact's address**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Personal Licence number  
(if known)

Issuing licensing authority  
(if known)

**PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT**

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

- ☐ Electronically, by the proposed designated premises supervisor
- ☐ As an attachment to this application

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

**Section 16 of 21**

**ADULT ENTERTAINMENT**

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

Give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups etc gambling machines etc.

**Section 17 of 21**

**HOURS PREMISES ARE OPEN TO THE PUBLIC**

**Standard Days And Timings**



Continued from previous page...

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

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Start

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THURSDAY

Start

End

Start

End

FRIDAY

Start

End

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End

SATURDAY

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End

SUNDAY

Start

End

Start

End

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

The premises are staffed 24/7 but for the purposes of this application the events and activities to which this application refer will not operate after 22:00 hours.

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

*Continued from previous page...*

## **Section 18 of 21**

### **LICENSING OBJECTIVES**

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

a) General – all four licensing objectives (b,c,d,e)

List here steps you will take to promote all four licensing objectives together.

b) The prevention of crime and disorder

Visible CCTV and associated appropriate signage will be displayed both externally and within the reception of the premises. Trained SIA Door Licenced security officers are deployed to work in the premises 24/7 for the purposes or ensuring the security of the premises and safety of those those studying and attending events.

c) Public safety

Visible CCTV and associated appropriate signage will be displayed both externally and within the reception of the premises. Trained SIA Door Licensed security officers, are deployed to work in the premises 24/7 all of whom are either 1 or 3 day First Aid trained. These officers are supplemented by other staff who are first aid trained and it is The Courtauld's policy to have a minimum of 1 First Aider present for every 100 persons attending an event. Security staff also assist with monitoring numbers on the premises in accordance with the Fire Safety Strategy, which determines the overall maximum number of persons that can be permitted to occupy the premises at given time which is a maximum of 800.

d) The prevention of public nuisance

Visible CCTV and associated appropriate signage will be displayed both externally and within the reception of the premises. Trained SIA Door Licensed security officers, are deployed to work in the premises 24/7. For certain events, Challenge 25 age verification, will be followed and for some events attendees will be require to per-register.

e) The protection of children from harm

The Courtauld has a Protection of Children and Vulnerable Adults Policy which is accessible on The Courtauld's website.

## **Section 19 of 21**

### **NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK**

*Continued from previous page...*

[Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).

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

☒ Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

\* Full name

\* Capacity

\* Date  /  /

[Add another signatory](#)

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...
2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/islington/apply-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

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

**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**

**Jones, Carol**

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**From:** [REDACTED]  
**Sent:** 19 April 2019 09:40  
**To:** Licensing  
**Subject:** Courtauld Institute of Art, Vernon Square, Islington, London WC1X 9EW

I am writing with regard to the application by the Courtauld Institute of Art, Vernon Square, Islington, London WC1X 9EW for a new licence under the Licensing Act 2003.

As someone living in a residential block, [REDACTED] **Vernon Rise, London** [REDACTED] immediately [REDACTED] to the Courtauld Institute premises, I am concerned that this might have implications for **Public Nuisance** and **Crime and Disorder**.

As residents in this area, we already have enough disturbance from music coming from live music events in the pub on the corner in **King's Cross Road** and people passing through the area. People using Vernon Square and the area immediately next to the bin store of [REDACTED] **Vernon Rise**, the entrance to the car park area of the **Percy Circus properties** adjoining [REDACTED] **Vernon Rise**, and the car park space next to [REDACTED] **Vernon Rise**, as makeshift areas for alcohol and drug consumption, including late at night and well into the early hours of the morning, has been a frequent problem.

I would, therefore, request that these factors be taken into consideration when considering the above licensing application, and that the Courtauld Institute provides robust and detailed assurances as to how it will ensure it does not contribute to these problems through the sale of alcohol, showing of films, playing of music, and so on.

Regards

[REDACTED]

[REDACTED]



**Licensing Act 2003 representation pro-forma**

Should you wish to comment on the licence application please use this form to help you.  
Please feel free to attach additional sheets.

You do not have to make any comment, and comments may be made in support of as well as against the application, providing they refer to one or more of the licensing objectives (please see the guidance notes for further advice).

Premises Name and address: Courtauld Institute of Art, Vernon Square, Islington, London,  
WC1X 9EW

Your Name: \_\_\_\_\_

Interest: RESIDENT

(E.g. resident, business, TRA Chair, Councillor, solicitor)

Email: \_\_\_\_\_

Telephone: \_\_\_\_\_

Please comment on the licensing objectives below relevant to your concerns or observations, you may also wish to include suggestions how your concerns could be addressed:

**Public Nuisance**

our flats are directly opposite, sound travels up & already having tables outside, if a loud conversation is being held noise comes up & is annoying and can be heard. Having a house and functions in the evening will mean people having a drink and getting louder outside and disturbing residents.

**Crime and Disorder**



Protection of Children from Harm

Public Safety

I wish my identity to be kept anonymous:

☒ Yes

☐ No

We will treat representations as anonymous where there is a genuine reason to do so; if you wish your name and address details to be withheld then please explain the reason:

Copies of this representation will be sent to the applicant, or their agent/solicitor, including name and address details (but other personal contact information such as telephone numbers and email addresses will be removed) unless you have specifically requested anonymity. Copies of this representation will be included in a report that will be available to the public and will be published on the internet; however, the published on-line version of the report will have name and address details removed.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

21/4/19

**Please ensure name and address details completed above**

Return to:

Licensing Service

Licensing Team, Islington Council, 3rd Floor, 222 Upper St, London, N1 1XR.

Or by email to: [licensing@islington.gov.uk](mailto:licensing@islington.gov.uk)

**Licensing Act 2003 representation pro-forma**

Should you wish to comment on the licence application please use this form to help you.  
Please feel free to attach additional sheets.

You do not have to make any comment, and comments may be made in support of as well as against the application, providing they refer to one or more of the licensing objectives (please see the guidance notes for further advice).

Premises Name and address: Courtauld Institute of Art, Vernon Square, Islington, London, WC1X 9EW

Your Name: [REDACTED]

Interest: LOCAL RESIDENT

(E.g. resident, business, TRA Chair, Councillor, solicitor)

Your Address: [REDACTED]

Email: [REDACTED]

Telephone: [REDACTED]

Please comment on the licensing objectives below relevant to your concerns or observations, you may also wish to include suggestions how your concerns could be addressed:

**Public Nuisance** I WISH TO OBJECT TO THE ISSUING OF LICENCE AS THIS IS A RESIDENTIAL AREA WITH A DENSE POPULATION. MY BLOCK IS METRES AWAY FROM THE LOCATION IN QUESTION. THERE WILL BE NOISE, DISRUPTION AND PUBLIC NUISANCE.

**Crime and Disorder**

A LICENCED PREMISES ATTRACTS CRIME. THERE IS ALREADY A SEVERE PROBLEM IN THIS AREA WITH DRUG DEALING AND ANTI-SOCIAL BEHAVIOUR. THE AREA DOES NOT NEED ANOTHER FOCAL POINT FOR ANTISOCIAL BEHAVIOUR WHICH AFFECTS RESIDENTS.

**Protection of Children from Harm**

LOCAL CHILDREN ARE ALREADY EXPOSED TO UNSAVOURY BEHAVIOUR. THE AREA NEEDS MORE FACILITIES FOR RESIDENTS RATHER THAN THOSE JUST VISITING. ~~THE~~

**Public Safety**

THE COMBINATION OF ~~SET~~ STUDENTS AND ALCOHOL IS NOT CONDUCTIVE TO SAFETY. THE LICENSED PREMISES WILL ATTRACT FURTHER CRIMINAL ACTIVITY VIZ DRUG DEALING.

I wish my identity to be kept anonymous: Yes ☒ No

We will treat representations as anonymous where there is a genuine reason to do so; if you wish your name and address details to be withheld then please explain the reason:

Copies of this representation will be sent to the applicant, or their agent/solicitor, including name and address details (but other personal contact information such as telephone numbers and email addresses will be removed) unless you have specifically requested anonymity. Copies of this representation will be included in a report that will be available to the public and will be published on the internet; however, the published on-line version of the report will have name and address details removed.

Signature:  Date: 10/4/2019

**Please ensure name and address details completed above**

Return to:

Licensing Service

Licensing Team, Islington Council, 3rd Floor, 222 Upper St, London, N1 1XR.

Or by email to: [licensing@islington.gov.uk](mailto:licensing@islington.gov.uk)



**Jones, Carol**

---

**From:** [REDACTED]  
**Sent:** 25 April 2019 10:25  
**To:** Licensing  
**Subject:** RE: Licensing Service - Courtauld Institute of Art, Vernon Square, WC1X 9EW

John,  
Please see below

[REDACTED]

Thank you

Regards,  
[REDACTED]

Sent from my Samsung Galaxy smartphone.

----- Original message -----

**From:** Licensing <Licensing@islington.gov.uk>  
**Date:** 25/04/2019 10:12 (GMT+00:00)  
**To:** [REDACTED]  
**Subject:** RE: Licensing Service - Courtauld Institute of Art, Vernon Square, WC1X 9EW

[REDACTED]

Please confirm your full residential address (Flat no) so that we can accept your email as a representation re this licence application.

Regards

John Williams

Licensing Support Officer

Public Protection

222 Upper Street

London

N1 1XR

Tel: 020 7527 3803

Fax: 020 7527 3430

Email: [john.williams@islington.gov.uk](mailto:john.williams@islington.gov.uk)

Website: [www.islington.gov.uk](http://www.islington.gov.uk)

**From:** [REDACTED]  
**Sent:** 19 April 2019 12:54  
**To:** Licensing <[Licensing@islington.gov.uk](mailto:Licensing@islington.gov.uk)>  
**Cc:** [REDACTED]  
**Subject:** Licensing Service - Courtauld Institute of Art, Vernon Square, WC1X 9EW

Dear Sirs,

I trust this email finds you well.

I am writing you in regards the subject line's licensing application.

We are tenants in [REDACTED] Vernon Rise, and our flat just oversees the outside area of the institution.

We would like to ask whether this licensing will allow Courtauld Institute of Art to play live/recorded music outside as well to allow its customers to consume the alcohol in this outside area?

Allowing to play music and selling alcohol Monday-Sunday until 10pm in their courtyard will definitely make huge negative impact in the living condition in this house.

Looking forward to your reply.

Regards,

[REDACTED]

This e-mail is intended for the addressee only. If you have received it in error, please contact the sender and delete the material from your computer. Please be aware that information in this email may be confidential, legally privileged and/or copyright protected.

**Jones, Carol**

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**From:** [REDACTED]  
**Sent:** 09 April 2019 10:23  
**To:** Licensing  
**Subject:** PREMISES LICENCE APPLICATION YOUR REF WK/190007948 COURTAULD  
INSTITUTE OF ART , VERNON SQ, WC1X 9EW

Good Morning

## **PUBLIC NUISANCE**

I am writing to put in an objection to granting an Alcohol Licence to the above premises. My Flat is situated [REDACTED] to the above premises and the main entrance is practically [REDACTED] my living room, we already suffer from light pollution and noise from the building. In January they had a bagpipe player with lots of people coming in and out of the building we had all our windows and doors closed but could still hear significant noise. As the concerts and some events are likely to be held in the summer months when we have to have our windows and balcony doors open there will be considerable noise as people will be gathering outside , it is bad enough when there are just a handful of students outside smoking and talking but to have large gatherings coming and going the the noise and disturbance are going to be intolerable and add alcohol to the equation we are going to suffer a lot of disturbance. Although they have advised there is security it is still not going to address the noise that will be generated and as they are advising that events can go on until 2200hrs we are not getting any respite because people will still be leaving later than this as they do tend to loiter talking and smoking waiting for taxis etc. We already have an issue with light pollution from the building 24/7 . When the previous occupants Soas were resident they had a concert about twice a year which was very noisy but that was sufferable as it only generally happened at the end of a term, but the new occupants they are planning to have events continually all year round 7 days a week it is going to be unbearable and if alcohol is going to be consumed I should imagine the noise levels with rise as we all know with alcohol spirits are raised . Due to the positioning of the residential areas the acoustics of the buildings echoes around so noises are heightened, I really must object to the premises being given an alcohol licence we already have noise when the pub on Kings Cross Road have music and they are further away than the Courtauld Building so we are going to have noise and nuisance on a regular basis.

Regards

[REDACTED]

**Jones, Carol**

---

**From:** [REDACTED]  
**Sent:** 11 April 2019 16:14  
**To:** Licensing  
**Subject:** WK/190007948 Courtauld Institute, Vernon Square, WC1X 9EW

Dear Sir or Madam,

I write to support this application, subject to the qualifications stated below.

I am a resident of the building next door to the Institute. The location of the two buildings forms a triangular space between them and, at the northern end, the two buildings are only metres apart. The two buildings therefore act as a funnel for noise with the result that even conversation at moderate levels in the yard outside the Institute can be heard quite clearly within my flat and the other flats in our building. I therefore support this application provided conditions are imposed which will prevent the public nuisance of noise pollution to the residents of our building.

### **The Activities**

#### **1. Sale of alcohol**

I have no objection to the sale of alcohol on the premises or to the hours requested, provided no alcohol is sold or consumed outside the Institute building.

#### **2. Showing of films, live music and recorded music**

I have no objection to these activities being carried out on the premises at the hours requested, provided no amplification is used and that these activities cannot be heard outside the Institute building.

Your faithfully,

[REDACTED]

**From:** Lane, Terrie

**Sent:** 26 April 2019 14:37

**To:** Tyrrell, Anthony

**Cc:** Jones, Carol; LicensingPolice

**Subject:** LA Rep - Courtauld Institute of Art, Vernon Square - new premises licence application.

1. Only the signposted designated area will be used for smoking and will be limited to 20 people. The smoking area will be closed by 2200.
2. Alcohol will not be consumed in the grounds of the premises. Except, for one off events that may occasionally be arranged at the premises, for example the annual ResFest event and or an occasional special internal celebratory event, alcohol may be consumed within the grounds up to 21.00. Such events will be ticketed and not freely accessible to passing public to attend.
3. Alcohol will not be permitted to be taken outside of the premises grounds.
4. All events and lectures will conclude by 2100 and attendees will vacate the premises by 21.30. Except, for one off events that may occasionally be arranged at the premises, as in 2. above, licensable activities will cease by 2200 and all attendees would be expected to be clear of the premises by no later than 22:30 hours.
5. CCTV shall be installed, operated, and maintained, to function all times that the premises is open for licensable activities. Said CCTV will comply with the following criteria:
  - (a) The licensee will ensure that the system is checked every two weeks to ensure that the system is working properly and that the date and time are correct;
  - (b) A record of these checks, showing the date and name of the person checking, will be kept and made available to the police or other authorised officer on request;
  - (c) The Police will be informed if the system will not be operating for longer than one day of business for any reason;
  - (d) One camera will show a close-up of the entrance to the premises, to capture a clear, full length image of anyone entering;
  - (e) The system will provide full coverage of the interior of the premises and any exterior part of the premises accessible to the public;
  - (f) The system will record in real time and recordings will be date and time stamped;
  - (g) The system will be specified so as to operate satisfactorily regardless of lighting conditions;
  - (h) During opening hours, at least 1 member of staff on duty will be able to operate the system sufficiently to allow Police or authorised Council officers to view footage on request;
  - (i) Recordings will be kept for a minimum of 31 days;
  - (j) Footage will be provided free of charge to the police or other authorised officers upon request (subject to the Data Protection Act 1998) within 24 hours of any request.
6. In the event that crime or serious disorder is, or appears to have been, committed on the premises, the management will immediately ensure that:
  - (a) The police and, where appropriate, the London Ambulance Service, are called immediately;
  - (b) As far as is safe and reasonable practicable, all measures will be taken to apprehend any identified suspects pending the arrival of the police;
  - (c) As far as is safe and reasonable practicable, all measures will be taken to preserve any

identified crime scene pending the arrival of the police.

I have added condition 5. And 6. which are conditions normally suggested by Police and recommended for licensed premises. If you would like to speak to a police licensing officer regarding these conditions please give them a call on 07799 133204. Alternatively email them on [LicensingPolice@islington.gov.uk](mailto:LicensingPolice@islington.gov.uk)

Please let me know if you agree to the above conditions being placed on the licence and if you are agreeable, I will withdraw the Licensing Authority representation.

Kind regards,

*Terrie Lane*

**Licensing Manager  
Public Protection Division  
222 Upper Street  
London N1 2XR**

**0207 527 3233  
or 0207 527 3031  
[www.islington.gov.uk](http://www.islington.gov.uk)**

**From:** Tyrrell, Anthony [mailto:Anthony.Tyrrell@courtauld.ac.uk]  
**Sent:** 23 April 2019 11:13  
**To:** Lane, Terrie; McGinn, Caireen  
**Cc:** Licensing; Jones, Carol; Williams, John  
**Subject:** RE: LA Rep - Courtauld Institute of Art, Vernon Square - new premises licence application.

Dear Terrie

Thank you for the e-mail below.

I note you have not acknowledged my e-mail response of 17 April 2019, copy re-attached, in case it was not received.

Within my initial response I believe I have addressed the point about the premises being in the Clerkenwell Cumulative Impact Area. I note the Licencing sub-committee has granted premises licenses to similar organisations within the area, notably City and Islington College, The Guildhall School of Musis, Cancer Research UK, Museum of the Order of St. John, Islington Centre Library. Whilst acknowledging every application must be considered independently, precedents are of course useful to note.

**LP7 The Operating Schedule**

The Courtauld is a University and thus, operates standard university hours and these will not be significantly different to the previous occupants of the premises, the School of Oriental and African Studies.

**LP 21 Nuisance**

As previously advised, there will no Student Bar facilities on the premises. The Courtauld has not nor will it be applying for a late night licence and or will it seek any variation to alter any times stipulated on any licence should it be granted. Furthermore, the demographic community that is associated with and likely to be invited to attend events at The Courtauld are not of the sort that one might associate with causing disturbance and or nuisance when departing the premises, and thus, such persons would not in our opinion add to the cumulative impact in terms of crime, disorder and public nuisance that already exists in the borough.

#### LP 24 – Smoking, Drinking and eating outside –

Whilst The Courtauld is considering making Vernon Square a smoke free campus, this has to date not been discussed by The Courtauld's Health and Safety Committee. In the meantime, smoking is restricted to one section of the grounds of the premises only, this being the area immediately to the left as you enter the grounds from Vernon Square. It is the further point away from surrounding residential premises.

The Courtauld's business and the use of the premises are not alcohol led. The Courtauld is only when applicable depending on the type of event, supplying alcohol to be consumed on the premises for the purposes of social interaction of event attendees. For one off events that may occasionally be arranged at the premises for example the annual ResFest event and or an occasional special internal celebratory event, alcohol may be consumed within the grounds. However, such events will be ticketed and are not freely accessible to passing public to attend. The Courtauld is not supplying alcohol for consumption off the premises.

The Courtauld has provided a small seating area outside of the front door of the premises, for students and staff to sit and socialise and thus, they may on occasions use this space to eat. For one off events that may occasionally be arranged at the premises for example the annual ResFest event and or an occasional special internal celebratory event, food trucks may be arranged to be positioned within the grounds of the premises. When arranged, food would stop being served at 22:00 hours with vehicles clear of the grounds by 22:30 hours. Such events will be ticketed and will not be freely accessible to passing public to attend.

#### LP 25 – Dispersal

The Courtauld normal internal events and evening lectures conclude at 21:00 hours, and attendees would normally be expected to depart the premises and grounds by ca. 21:30 / 22:00 hours. For one off events that may occasionally be arranged at the premises for example the annual ResFest event and or an occasional special internal celebratory event, all attendees would be expected to be clear of the premises by no later than 22:30 hours.

I trust this additional commentary is helpful.

Regards

**Anthony Tyrrell** BSc (Hons), MCIOB  
**Head of Estates and Facilities**

**From:** Lane, Terrie [<mailto:Teresa.Lane@islington.gov.uk>]

**Sent:** 18 April 2019 16:38

**To:** Tyrrell, Anthony; McGinn, Caireen <[Caireen.McGinn@courtauld.ac.uk](mailto:Caireen.McGinn@courtauld.ac.uk)>

**Cc:** Licensing; Jones, Carol; Williams, John

**Subject:** LA Rep - Courtauld Institute of Art, Vernon Square - new premises licence application.

**Importance:** High

Dear Mr Tyrrell,

I refer you to queries raised on my email below, and submit this email as the representation from the Licensing Authority to your application for a new premises licence at the above named premises. The grounds are that the premises is in a Cumulative Impact Area and the licensing sub committee must be satisfied that the granting of a licence would not add to the issues already affecting the area.

Licensing Policy considerations are:

- LP 3 – Clerkenwell Cumulative Impact Area
- LP 7 – The Operating Schedule
- LP 21- Public Nuisance
- LP 24 – Smoking, Drinking and eating outside
- LP 25 – Dispersal

Please contact me if you have any query regarding this email.

Regards,

*Terrie Lane*

**Licensing Manager  
Public Protection Division  
222 Upper Street  
London N1 2XR**

**0207 527 3233  
or 0207 527 3031  
[www.islington.gov.uk](http://www.islington.gov.uk)**

**From:** Lane, Terrie

**Sent:** 17 April 2019 11:38

**To:** Tyrrell, Anthony; McGinn, Caireen

**Cc:** Jones, Carol

**Subject:** FW: Courtauld Institute of Art, Vernon Square - new premises licence application.

**Importance:** High

Dear Anthony,

I see on the application you stated there would be 800 persons on the premises. Is this the total for the building or the total for the rooms highlighted in pink.

How often do you reach capacity and how many security would you employ.



Please can you explain how you will prevent people from causing a nuisance outside when leaving the premises or going out to smoke.

We regularly receive complaints of students/hostel guests and street drinkers from the area using Vernon Square in the evening/night time.

As the Licensing Authority we are minded to make a representation against the application, on the grounds that the premises is in a Cumulative Impact Area and must be satisfied that the granting of a licence would not add to the issues already affecting the area.

Thank you,

*Terrie Lane*

**Licensing Manager  
Public Protection Division  
222 Upper Street  
London N1 2XR**

**0207 527 3233  
or 0207 527 3031  
[www.islington.gov.uk](http://www.islington.gov.uk)**

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**Sent:** 18 April 2019 16:38

**To:** Tyrrell, Anthony; McGinn, Caireen

**Cc:** Licensing; Jones, Carol; Williams, John

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LP 3 – Clerkenwell Cumulative Impact Area  
LP 7 – The Operating Schedule  
LP 21- Public Nuisance  
LP 24 – Smoking, Drinking and eating outside  
LP 25 – Dispersal

Please contact me if you have any query regarding this email.

Regards,

*Terrie Lane*

Licensing Manager  
Public Protection Division  
222 Upper Street  
London N1 2XR

0207 527 3233  
or 0207 527 3031  
[www.islington.gov.uk](http://www.islington.gov.uk)

**From:** Lane, Terrie  
**Sent:** 17 April 2019 11:38  
**To:** Tyrrell, Anthony; McGinn, Caireen  
**Cc:** Jones, Carol  
**Subject:** FW: Courtauld Institute of Art, Vernon Square - new premises licence application.  
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As the Licensing Authority we are minded to make a representation against the application, on the grounds that the premises is in a Cumulative Impact Area and must be satisfied that the granting of a licence would not add to the issues already affecting the area.

Thank you,

*Terrie Lane*

Licensing Manager  
Public Protection Division  
222 Upper Street  
London N1 2XR

0207 527 3233  
or 0207 527 3031  
[www.islington.gov.uk](http://www.islington.gov.uk)

**Suggested conditions of approval consistent with the operating schedule**

1. Security Industry Authority registered Door Supervisors employed at the premises shall be available for the safety of those attending events. Each event shall be risk assessed to ensure suitable numbers of door staff are working.
2. The premises shall employ at least one first aid trained person per 10 persons attending events.

**Conditions suggested by the Licensing Authority – Not agreed at the time of writing the report**

3. Only the signposted designated area will be used for smoking and will be limited to 20 people. The smoking area will be closed by 22:00.
4. Alcohol will not be consumed in the grounds of the premises. Except, for one off events that may occasionally be arranged at the premises, for example the annual ResFest event and or an occasional special internal celebratory event, alcohol may be consumed within the grounds up to 21.00. Such events will be ticketed and not freely accessible to passing public to attend.
5. Alcohol will not be permitted to be taken outside of the premises grounds.
6. All events and lectures will conclude by 2100 and attendees will vacate the premises by 21.30. Except, for one off events that may occasionally be arranged at the premises, as in 2. above, licensable activities will cease by 2200 and all attendees would be expected to be clear of the premises by no later than 22:30 hours.
7. CCTV shall be installed, operated, and maintained, to function all times that the premises is open for licensable activities. Said CCTV will comply with the following criteria:
  - (a) The licensee will ensure that the system is checked every two weeks to ensure that the system is working properly and that the date and time are correct;
  - (b) A record of these checks, showing the date and name of the person checking, will be kept and made available to the police or other authorised officer on request;
  - (c) The Police will be informed if the system will not be operating for longer than one day of business for any reason;
  - (d) One camera will show a close-up of the entrance to the premises, to capture a clear, full length image of anyone entering;
  - (e) The system will provide full coverage of the interior of the premises and any exterior part of the premises accessible to the public;
  - (f) The system will record in real time and recordings will be date and time stamped;
  - (g) The system will be specified so as to operate satisfactorily regardless of lighting conditions;
  - (h) During opening hours, at least 1 member of staff on duty will be able to operate the system sufficiently to allow Police or authorised Council officers to view footage on request;
  - (i) Recordings will be kept for a minimum of 31 days;
  - (j) Footage will be provided free of charge to the police or other authorised officers upon request (subject to the Data Protection Act 1998) within 24 hours of any request.
8. In the event that crime or serious disorder is, or appears to have been, committed on the premises, the management will immediately ensure that:
  - (a) The police and, where appropriate, the London Ambulance Service, are called immediately;
  - (b) As far as is safe and reasonable practicable, all measures will be taken to apprehend any identified suspects pending the arrival of the police;
  - (c) As far as is safe and reasonable practicable, all measures will be taken to preserve any identified crime scene pending the arrival of the police.

### **Conditions suggested by the Noise Team – Agreed**

9. Noise or vibration must not emanate from the premises so as to cause a nuisance to nearby properties.
10. There shall be no entertainment outside after 21:00 at any time.
11. Any music and any other sound generated outside shall not be amplified. This includes music and voices.
12. In the event of amplification being necessary for outside performances, a noise control plan shall be implemented to the satisfaction of the Pollution Team. Proposals for the event shall be submitted at least 28 days prior to the event for approval.
13. No amplification shall be used at any outside events unless the noise control plan has been implemented to the reasonable satisfaction of the Pollution Team.
14. In the event of noise nuisance from outside events being established, the licensee shall appoint an acoustic consultant accredited by the Institute of Acoustics or the Association of Noise Consultants to produce a scheme of noise control measures for future events.

### **Conditions suggested by Trading Standards - Agreed**

15. The licensee shall adopt a 'Challenge 25' policy and promote it through the prominent display of posters.
16. The licensee shall put arrangements in place to ensure that before serving alcohol to persons they believe to be less than 25, staff ask to see accredited proof of age: that is, proof of age cards carrying the 'PASS' logo (and no others), a Passport, or UK Driving Licence bearing the photograph and date of birth of the bearer.
17. The licensee shall ensure that staff are trained about age restricted products and ensure that they sign to confirm that they have understood the training. The licensee shall keep records of training and instructions given to staff, detailing the areas covered, and make them available for inspection upon request by the licensing team, police or trading standards.
18. The licensee shall require staff to note any refusals to sell to young people in a refusals log. The refusals log shall be made available for inspection upon request by the licensing team, police or trading standards.

### **Conditions suggested by a local resident – No agreed at the time of writing the report**

19. No alcohol is sold or consumed outside the Institute building.
20. No amplification is used and that these activities cannot be heard outside the Institute building.





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Vernon Square

