

Licensing Sub-Committee

Wednesday 9 September 2015

10.00 am

Ground Floor Meeting Room G02C - 160 Tooley Street, London SE1 2QH

Membership

Councillor Renata Hamvas (Chair)
Councillor Eliza Mann
Councillor Sandra Rhule

Reserves

Councillor Adele Morris

INFORMATION FOR MEMBERS OF THE PUBLIC

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Contact

Andrew Weir on 020 7525 7222 or email: Andrew.weir@southwark.gov.uk
Webpage: www.southwark.gov.uk

Members of the committee are summoned to attend this meeting

Eleanor Kelly

Chief Executive

Date: 1 September 2015



Licensing Sub-Committee

Wednesday 9 September 2015
10.00 am
Ground Floor Meeting Room G02C - 160 Tooley Street, London SE1 2QH

Order of Business

Item No.	Title	Page No.
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PART A - OPEN BUSINESS

1. APOLOGIES

To receive any apologies for absence.

2. CONFIRMATION OF VOTING MEMBERS

A representative of each political group will confirm the voting members of the committee.

3. NOTIFICATION OF ANY ITEMS OF BUSINESS WHICH THE CHAIR DEEMS URGENT

In special circumstances, an item of business may be added to an agenda within five clear days of the meeting.

4. DISCLOSURE OF INTERESTS AND DISPENSATIONS

Members to declare any interests and dispensation in respect of any item of business to be considered at this meeting.

5. LICENSING ACT 2003: DIY SPACE UNIT 1 & 2. 96-108 ORMSIDE STREET, LONDON SE15 1TF 1 - 72

ANY OTHER OPEN BUSINESS AS NOTIFIED AT THE START OF THE MEETING AND ACCEPTED BY THE CHAIR AS URGENT

Item No.

Title

Page No.

PART B - CLOSED BUSINESS

EXCLUSION OF PRESS AND PUBLIC

The following motion should be moved, seconded and approved if the sub-committee wishes to exclude the press and public to deal with reports revealing exempt information:

“That the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1-7, Access to Information Procedure rules of the Constitution.”

ANY OTHER CLOSED BUSINESS AS NOTIFIED AT THE START OF THE MEETING AND ACCEPTED BY THE CHAIR AS URGENT.

Date: 1 September 2015

Agenda Item 5

Item No. 5.	Classification: Open	Date: 9 September 2015	Meeting Name: Licensing Sub-Committee
Report title:		Licensing Act 2003: DIY Space Unit 1 & 2. 96-108 Ormside Street, London SE15 1TF	
Ward(s) or groups affected:		Livesey Ward	
From:		Strategic Director of Environment and Leisure	

RECOMMENDATION

1. That the licensing sub-committee considers an application made by DIY Space for London Ltd, for a club premises certificate to be granted under the Licensing Act 2003 in respect of the premises known as DIY Space for London Ltd, Unit 1 & 2 96-108 Ormside Street SE15 1TF.
2. Notes:
 - a) This application forms a new application for a club premises certificate, submitted under Section 71 of the Licensing Act 2003. The application is subject to representations from other persons and is therefore referred to the sub-committee for determination.
 - b) Paragraphs 8 to 11 of this report provide a summary of the application under consideration by the sub-committee. A copy of the full application is attached as Appendix A.
 - c) Paragraphs 12 to 15 of this report deals with the representations received regarding the premises licence application. Copies of the withdrawn representations from responsible authorities are attached as Appendix B.
 - d) Copies of the relevant representations from other persons are attached as Appendix C.
 - e) Conciliation processes had taken place with all four of the responsible authorities. They have all agreed to withdraw their representations following the applicants' agreement to adjust the application to the satisfaction of the name authority. The letters withdrawing the representations along with the applicant's written agreement are attached to the report as Appendix D.
 - f) A copy of the council's approved procedure for hearings of the sub-committee in relation to an application made under the Licensing Act 2003, along with a copy of the hearing regulations, has been circulated to all parties to the meeting.

BACKGROUND INFORMATION

The Licensing Act 2003

3. The Licensing Act 2003 provides a licensing regime for:
 - The sale of and supply of alcohol

- The provision of regulated entertainment
 - The provision of late night refreshment.
4. Within Southwark, the licensing responsibility is wholly administered by this council.
 5. The Act requires the licensing authority to carry out its functions under the Act with a view to promoting the four stated licensing objectives. These are:
 - The prevention of crime and disorder
 - The promotion of public safety
 - The prevention of nuisance
 - The protection of children from harm.
 6. In carrying out its licensing functions, a licensing authority must also have regard to
 - The Act itself
 - The guidance to the act issued under Section 182 of the Act
 - Secondary regulations issued under the Act
 - The licensing authority's own statement of licensing policy
 - The application, including the operating schedule submitted as part of the application
 - Relevant representations.
 7. The premises licence application process involves the provision of all relevant information required under the Act to the licensing authority with copies provided by the applicant to the relevant responsible bodies under the Act. The application must also be advertised at the premises and in the local press. The responsible authorities and other persons within the local community may make representations on any part of the application where relevant to the four licensing objectives.

KEY ISSUES FOR CONSIDERATION

The premises licence application

8. On 17 July 2015, DIY Space Unit 1 & 2 for London Ltd applied to this Council for the grant of a new a club premises certificate in respect of the premises known DIY Space for London Ltd, Unit 1 & 2 96-108 Ormside Street SE15 1TF .
9. The application is summarised as follows:

To provide performance, activity, meeting, social space and opportunities for creative communities across London. The club will offer members and their guest entertainment and refreshment in a safe and welcoming environment. The members club will offer all its members the chance to have a say in how the club is run; however day to day operational decisions are made by DIY Space for London Ltd, a Financial Conduct Authority registered Industrial Provident Society cooperative. The capacity of the premises is 265 persons as stated by the London Fire Brigade calculations.
10. The application has been amended during the conciliation process with responsible authorities to:
 - **The supply of alcohol (for consumption on the premises)**
Monday to Thursday from 18.00 to 23.00
Friday and Saturday from 18.00 to 00.00

Sunday from 18.00 to 22.30

- **Recorded music (on the premises)**
Monday to Saturday 12.00 to 23.00
Sunday 12.00 to 22.30
- **Live music (on the premises)**
Monday to Saturday from 17.00 to 23.00
Sunday 17:00 to 22:30hrs
- **Films (on the premises)**
Monday to Saturday from 16.00 to 22.30
Sunday 16:00 to 22:00hrs
- **Opening hours**
Sunday to Thursday 18.00 to 23.00
Friday and Saturday 18.00 to 00.00

11. The premises licence application form provides the applicant operating schedule. Parts J, K, L, and M set out the proposed operating hours and operating controls in full, with reference to the four licensing objectives as stated in the Licensing Act 2003. Should a premises licence be issued in respect of the application the information provided in part M of the operating schedule will form the basis of conditions that will be attached to the licence. A copy of the application is attached to this report as appendix A.

Representations from responsible authorities

12. Representations were submitted by the Metropolitan Police Service, the planning department, the environmental protection team (EPT) and licensing as a responsible authority. The representations from the police related to CCTV and SIA registered door staff. The planning department had concerns in regard to the change of use. The EPT had concerns was in relation to noise control. The licensing responsible authority had concerns relating to the hours for the supply of alcohol and the opening hours.
13. The representations from the responsible authorities have now been conciliated with conditions attached from all the responsible authorities. Copies of the representations are attached to the report as Appendix B.

Representations from other persons

14. There are eight representations from other persons. The representations relate to concerns regarding noise, the impact of loud parties, parking problems, congestion and commercial vehicles.
15. Copies of the representations are attached as Appendix C.

Conciliation

16. Conciliation took place between the applicant and the responsible authorities to discuss the concerns and mechanics of the application. As a result of these communications the representations made by the responsible authorities were conciliated by the addition of conditions to the operating schedule and the reduction in activity hours. Copies of the applicant's agreements and the letters / emails from the responsible authorities withdrawing their representations are attached to the report as Appendix D.

17. A conciliation meeting has been arranged, at the request of the applicant, for 1 September 2015 at 160 Tooley Street at 14.00. The sub-committee shall be advised of the result of the conciliation meeting at the sub-committee hearing.

Previous history

18. There is no previous history of a club premises on this location. The premises were previously used as food outlets.

Temporary event notices

19. There have been no temporary event notices submitted for this address within the last 12 months.

Complaints

20. There have been no complaints received by the licensing team within the last 12 months. The premises have not previously been licensed under the Licensing Act 2003.

The local area

21. The nearest residential buildings are located with a 200 metre radius of the DIY Space premises. The buildings are formed of low rise two storey houses. A map of the area is attached to the report as Appendix E.

Club premises certificates

22. Only "qualifying" clubs may hold club premises certificates. In order to be a qualifying club, a club must have at least 25 members and meet the qualifying conditions set out in section 62 of the Licensing Act 2003. The grant of a club premises certificate means that a qualifying club is entitled to certain benefits that include:
- The authority to supply alcohol to members and sell it to guests on the premises to which the certificate relates without the need for any member or employee to hold a personal licence.
 - The authority to provide late night refreshment to members of the club without requiring additional authorisation.
 - More limited rights of entry for the police and authorised persons because the premises are considered private and not generally open to the public.
 - Exemption from police powers of instant closure on grounds of disorder and noise nuisance (except where being used under the authority of a temporary event notice ("TEN") or premises licence because they operate under their codes of discipline and rules.
 - Exempt from orders of the Magistrates' Court for the closure of all licensed premises in an area when disorder is happened or expected.
23. An application for a club premises certificate can only be accepted if five conditions apply to the constitution of the club, these conditions are as follows:

- Under the rules of the club persons may not be admitted to membership, or be admitted, as candidates for membership, to any of the privileges of membership, without an interval of at least two days between their nomination or application for membership and their admission.
 - Under the rules of the club persons becoming members without prior nomination or application may not be admitted to the privileges of membership without an interval of at least two days between their becoming members and their admission.
 - The club is established and conducted in good faith as a club.
 - That the club has at least 25 members.
 - Alcohol is not supplied, or intended to be supplied, to members on the premises otherwise than by or on behalf of the club.
24. In determining whether a club is established and conducted in good faith as a club, the matters to be taken into account are those specified in subsection are:
- Any arrangements restricting the club's freedom of purchase of alcohol.
 - Any provision in the rules, or arrangements, under which money or property of the club, or any gain arising from the carrying on of the club, is or may be applied otherwise than for the benefit of the club as a whole or for charitable, benevolent or political purposes.
 - The arrangements for giving members information about the finances of the club.
 - The books of account and other records kept to ensure the accuracy of that information.
 - The nature of the premises occupied by the club.

Deregulation of entertainment

25. On 6 April 2015 entertainment became deregulated and as a result:
- Live unamplified music is deregulated between 08.00 and 23.00 on any premises.
 - Live amplified music and recorded music is deregulated between 08.00 and 23.00 provided the audience does not exceed 500 people on certain classes of premises including those that hold a club premises certificate.
26. However, live music can become licensable in on-licensed premises if the licensing authority removes the effect of the deregulation following a licence review ('licence review mechanism').

Southwark Council statement of licensing policy

27. Council Assembly approved Southwark's statement of licensing policy 2011-14 on 12 October 2011. Sections of the statement that are considered to be of particular relevance to this application are:

- Section 3 which sets out the purpose and scope of the policy and reinforces the four licensing objectives.
 - Section 5 which sets out the council's approach with regard to the imposition of conditions including mandatory conditions to be attached to the licence.
 - Section 6 details other relevant council and government policies, strategies, responsibilities and guidance, including the relevant articles under the Human Rights Act 1998.
 - Section 7 provides general guidance on dealing with crime and disorder and deals with licensing hours.
 - Section 8 provides general guidance on ensuring public safety including safe capacities.
 - Section 9 provides general guidance on the prevention of nuisance.
 - Section 10 provides general guidance on the protection of children from harm.
28. The purpose of Southwark's statement of licensing policy is to make clear to applicants what considerations will be taken into account when determining applications and should act as a guide to the sub-committee when considering the applications. However, the sub-committee must always consider each application on its own merits and allow exceptions to the normal policy where these are justified by the circumstances of the application.

Resource implications

29. A fee of £190 has been paid by the applicant company in respect of this application being the statutory fee payable for premises within non-domestic rateable value band A.

Consultation

30. Consultation has been carried out on this application in accordance with the provisions of the Licensing Act 2003. A public notice was published in a local newspaper and a similar notice exhibited outside of the premises for a period of 28 consecutive days.

Community impact statement

31. Each application is required by law to be considered upon its own individual merits with all relevant matters taken into account.

SUPPLEMENTARY ADVICE FROM OTHER OFFICERS

Director of Legal Services

32. The sub-committee is asked to determine the application for a club premises licence under section 71 of the Licensing Act 2003.
33. The principles which sub-committee members must apply are set out below.

Principles for making the determination

34. The general principle is that applications for club premises certificates must be granted unless relevant representations are received. This is subject to the proviso that the applicant has complied with regulations in advertising and submitting the application.
35. Relevant representations are those which:
 - Are about the likely effect of the granting of the application on the promotion of the licensing objectives
 - Are made by an responsible authority or other person
 - Have not been withdrawn
 - Are not, in the opinion of the relevant licensing authority, frivolous or vexatious
36. If relevant representations are received then the sub-committee must have regard to them, in determining whether it is appropriate for the promotion of the licensing objectives to:
 - To grant the licence subject to:
 - The conditions mentioned in section 18 (2)(a) modified to such extent as the licensing authority considers necessary for the promotion of the licensing objectives
 - Any condition which must under section 19, 20 or 21 be included in the licence.
 - To exclude from the scope of the licence any of the licensable activities to which the application relates.
 - To reject the application.

Conditions

37. The sub-committee's discretion is thus limited. It can only modify the conditions put forward by the applicant, or refuse the application, if it is appropriate to do so. Conditions must be appropriate and proportionate for the promotion of one of the four licensing objectives, and not for any other reason. Conditions must also be within the control of the licensee, and should be worded in a way which is clear, certain, consistent and enforceable.
38. The four licensing objectives are:
 - The prevention of crime and disorder
 - Public safety
 - The prevention of nuisance
 - The protection of children from harm.
39. Members should note that each objective is of equal importance. There are no other licensing objectives, and the four objectives are paramount considerations at all times.
40. Conditions will not be appropriate if they duplicate a statutory position.
41. Members are also referred to the Home Office Revised Guidance issued under section 182 of the Licensing Act 2003 on conditions, specifically section 10.

Reasons

42. If the sub-committee determines that it is appropriate and proportionate to modify the conditions, or to refuse the application for a club premises certificate, it must give reasons for its decision.

Hearing procedures

43. Subject to the licensing hearing regulations, the licensing committee may determine its own procedures. Key elements of the regulations are that:
- The hearing shall take the form of a discussion led by the authority. Cross examination shall not be permitted unless the authority considered that it is required for it to consider the representations.
 - Members of the authority are free to ask any question of any party or other person appearing at the hearing.
 - The committee must allow the parties an equal maximum period of time in which to exercise their rights to:
 - Address the authority
 - If given permission by the committee, question any other party.
 - In response to a point which the authority has given notice it will require clarification, give further information in support of their application.
 - The committee shall disregard any information given by a party which is not relevant to the particular application before the committee and the licensing objectives.
 - The hearing shall be in public, although the committee may exclude the public from all or part of a hearing where it considers that the public interest in doing so outweighs the public interest in the hearing, or that part of the hearing, taking place in private.
 - In considering any representations or notice made by a party the authority may take into account documentary or other information produced by a party in support of their application, representations or notice (as applicable) either before the hearing or, with the consent of all the other parties, at the hearing.
44. This matter relates to the determination of an application for a premises licence under section 71 of the Licensing Act 2003. Regulation 26(1) (a) requires the sub-committee to make its determination at the conclusion of the hearing.

Council's multiple roles and the role of the licensing sub-committee

45. Sub-committee members will note that, in relation to this application, the council has multiple roles. Council officers from various departments have been asked to consider the application from the perspective of the council as authority responsible respectively for environmental health, trading standards, health and safety and as the planning authority.

46. Members should note that the licensing sub-committee is meeting on this occasion solely to perform the role of licensing authority. The sub-committee sits in quasi-judicial capacity, and must act impartially. It must offer a fair and unbiased hearing of the application. In this case, members should disregard the council's broader policy objectives and role as statutory authority in other contexts. Members must direct themselves to making a determination solely based upon the licensing law, guidance and the council's statement of licensing policy.
47. As a quasi-judicial body the licensing sub-committee is required to consider the application on its merits. The sub-committee must take into account only relevant factors, and ignore irrelevant factors. The decision must be based on evidence, that is to say material, which tends logically to show the existence or non-existence of relevant facts, or the likelihood or unlikelihood of the occurrence of some future event, the occurrence of which would be relevant. The licensing sub-committee must give fair consideration to the contentions of all persons entitled to make representations to them.
48. The licensing sub-committee is entitled to consider events outside of the premises if they are relevant, i.e. are properly attributable to the premises being open. The proprietors do not have to be personally responsible for the incidents for the same to be relevant. However, if such events are not properly attributable to the premises being open, then the evidence is not relevant and should be excluded. Guidance is that the licensing authority will primarily focus on the direct impact of the activities taking place at the licensed premises on members of the public, living, and working or engaged in normal activity in the area concerned.
49. Members will be aware of the council's code of conduct which requires them to declare personal and prejudicial interests. The code applies to members when considering licensing applications. In addition, as a quasi-judicial body, members are required to avoid both actual bias, and the appearance of bias.
50. The sub-committee can only consider matters within the application that have been raised through representations from other persons and responsible authorities. Other persons must live in the vicinity of the premises. This will be decided on a case to case basis.
51. Under the Human Rights Act 1998 the sub-committee needs to consider the balance between the rights of the applicant and those making representations to the application when making their decision. The sub-committee has a duty under section 17 Crime and Disorder Act 1998 when making its decision to do all it can to prevent crime and disorder in the borough.
52. Other persons, responsible authorities and the applicant have the right to appeal the decision of the sub-committee to the magistrates' court within a period of 21 days beginning with the day on which the applicant was notified by the licensing authority of the decision to be appealed against.

Guidance

53. Members are required to have regard to the DCMS guidance in carrying out the functions of licensing authority. However, guidance does not cover every possible situation, so long as the guidance has been properly and carefully understood, members may depart from it if they have reason to do so. Full reasons must be given if this is the case.

BACKGROUND DOCUMENTS

Background Papers	Held At	Contact
Licensing Act 2003 DCMS Guidance to the Act Secondary Regulations Southwark statement of licensing Policy Case file	Southwark Licensing, C/O Community Safety & Enforcement, 160 Tooley Street, London, SE1 2QH	Kirty Read Phone Tel: 020 7525 5748

APPENDICES

Name	Title
Appendix A	Application for a club premises licence
Appendix B	Representations from the responsible authorities
Appendix C	Representations from the other persons
Appendix D	Conciliation
Appendix E	Map of the local area

AUDIT TRAIL

Lead Officer	Deborah Collins, Strategic Director of Environment and Leisure	
Report Author	David Swaby, Principal Licensing Officer	
Version	Final	
Dated	26 August 2015	
Key Decision?	No	
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER		
Officer Title	Comments sought	Comments included
Director of Legal Services	Yes	Yes
Strategic Director of Finance and Corporate Services	No	No
Cabinet Member	No	No
Date final report sent to Constitutional Team	26 August 2015	

*Community Safety EHTS, Health Safety & Licensing Team, Southwark Council, 3rd Floor
 Hub 2, P O BOX 65429, London, SE1P 5LX*

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

PLEASE READ THE FOLLOWING INSTRUCTIONS BEFORE COMPLETING APPLICATION

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.

DIY SPACE FOR LONDON MEMBERS CLUB

(Insert name of club)

club applies for a club premises certificate under section 71 of the Licensing Act 2003 for the premises described in Part 1 below (the club premises).

The club is making this application to you as the relevant licensing authority in accordance with section 68 of the Licensing Act 2003.

Part 1 – Club premises details

Name of club				DIY SPACE FOR LONDON LTD			
Postal address of premises or, if none, Ordnance Survey map reference or description							
UNIT 1 AND 2 96 - 108 ORMSIDE STREET							
Post Town		LONDON			Postcode		SE15 1TF
Telephone number (if any)							
E-mail address (optional)				admin@diyspaceforlondon.org			

Name of person performing duties of a secretary to the club				[REDACTED]			
Address of person performing duties of a secretary to the club							
[REDACTED]							
Post Town		LONDON			Postcode		SE15 6TN
Daytime contact telephone number (if any)				07989 982509			

The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club (if ticking yes, fill in box I)

The sale by retail of alcohol by or on behalf of a club to a guest of a member of the club for consumption on the premises where the sale takes place (if ticking yes, fill in box J)

In all cases complete boxes, K and L.

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 type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon			Please give further details here (please read guidance note 3)	Both	<input type="checkbox"/>
Tue					
Wed			State any seasonal variations for performing plays (please read guidance note 4)		
Thur					
Fri			Non standard timings. Where the club intends to use the premises for the performance of a play at different times from those listed in the column on the left, please list (please read guidance note 5)		
Sat					
Sun					

E-mail address (optional)	
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Non-domestic rateable value of premises	£ 20,000
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Are the club premises occupied and habitually used by the club? Yes No

Part 2 – Club Operating Schedule

When do you want the club premises certificate to start? DD MM YYYY

0	8	0	8	2	0	1	5
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If you wish the certificate to be valid only for a limited period, when do you want it to end? DD MM YYYY

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General description of club (please read guidance note 1)

The premises is a 330m² former disused printer parts warehouse, comprised of two main interconnected spaces and an outdoor yard which have been appropriately remodelled to ensure both accessibility and safety. DIY Space for London Members' Club has more than 250 paid members and exists to provide work space, social space and opportunities to creative communities across London and their audiences, in the evening offering members and their guests entertainment and refreshment in a safe and welcoming environment. The members club model offers all members the chance to have a say in how the club is run, however day-to-day operational decisions are made by an FCA-registered IPS Cooperative DIY Space for London Ltd. All licensable activity in regards to sales of refreshments to guests and performance of live or recorded music takes place within the premises only. The change of use process is now underway.

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 qualifying club activities do you intend to conduct on the club premises?

- | Provision of regulated entertainment | Please tick all that apply |
|---|-------------------------------------|
| a) plays (if ticking yes, fill in box A) | <input type="checkbox"/> |
| b) films (if ticking yes, fill in box B) | <input checked="" type="checkbox"/> |
| c) indoor sporting events (if ticking yes, fill in box C) | <input type="checkbox"/> |
| d) boxing or wrestling entertainment (if ticking yes, fill in box D) | <input type="checkbox"/> |
| e) live music (if ticking yes, fill in box E) | <input checked="" type="checkbox"/> |
| f) recorded music (if ticking yes, fill in box F) | <input checked="" type="checkbox"/> |
| g) performances of dance (if ticking yes, fill in box G) | <input type="checkbox"/> |
| h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H) | <input type="checkbox"/> |

B

Films Standard days and timings (please read guidance note 6)			<u>Will the exhibition of films take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3)		
Mon	16:00	22:30	The occasional screening of primarily member-produced films will take place on the premises up to four times per month, primarily on weeknights. For all other films the correct licensor authorisation will be sought prior to any screening. The space will provide a varied programme informed by member activities and interests, so the times outlined represent ALL possible times during which a film could be shown.		
Tue	16:00	22:30			
Wed	16:00	22:30	<u>State any seasonal variations for the exhibition of film</u> (please read guidance note 4)		
Thur	16:00	22:30	We wish to apply for approval to be able to programme these screenings on any night of the week within our operational hours, to allow for possible future one-off events such as a film festivals which may begin as early as 4pm, however this is likely to happen once a year maximum.		
Fri	16:00	22:30	<u>Non standard timings. Where the club intends to use the premises for the exhibition of film at different times from those listed in the column on the left, please list</u> (please read guidance note 5)		
Sat	16:00	22:30			
Sun	16:00	22:00			

C

Indoor sporting events Standard days and timings (please read guidance note 6)			<u>Please give further details here</u> (please read guidance note 3)
Day	Start	Finish	
Mon			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 4)
Wed			<u>Non-standard timings. Where the club intends to use the premises for indoor sporting events at different times from those listed in the column on the left, please list</u> (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"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon			Please give further details here (please read guidance note 3)	Both	<input type="checkbox"/>
Tue					
Wed			State any seasonal variations for boxing or wrestling entertainment (please read guidance note 4)		
Thur					
Fri			Non-standard timings. Where the club intends to use the premises for the boxing or wrestling entertainment at different times from 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"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3)		
Mon	17:00	23:00	<p>Live performed music by members and their guest will be performed. This will sometimes be amplified and will take place exclusively in one designated space within the building. All members and guests will be offered earplugs and appropriate soundproofing is being installed. We anticipate 2 to 3 live events per week, however as above the day of the week these events will be programmed will vary week to week, hence every day being stated in the column. The timing beginning at 17:00 is to allow for soundchecking and preparation, members will generally attend an event between 20:00 and 23:00. There will never be continuous live music during these times</p> <p>State any seasonal variations for the performance of live music (please read guidance note 4)</p> <p>Up to five times a year we may begin live music performances in the afternoon (13:00 onwards) for a specific special event.</p> <p>Non-standard timings. Where the club intends to use the premises for the performance of live music at different times from those listed in the column on the left, please list (please read guidance note 5)</p>		
Tue	17:00	23:00			
Wed	17:00	23:00			
Thur	17:00	23:00			
Fri	17:00	23:00			
Sat	17:00	23:00			
Sun	17:00	22:30			

F

Recorded music Standard days and timings (please read guidance note 6)			Will the playing of recorded music take place <u>indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon	12:00	00:00	<p>Please give further details here (please read guidance note 3)</p> <p>All recorded music will be licensed or otherwise authorised for playing within the space via PRS or equivalent. The times relate to standard opening hours (hence earlier Sunday finish) as music e.g. radio may be played in work and office areas. During a live music event, recorded music may be played between live performances and for half an hour after the end of a recorded event.</p> <p>State any seasonal variations for the playing of recorded music (please read guidance note 4)</p> <p>Non-standard timings. Where the club intends to use the premises for the playing of recorded music at different times from those listed in the column on the left, please list (please read guidance note 5)</p> <p>It is our future intention to apply for a variation to look at whether certain special events, such as member hires of the space for private gatherings could run beyond 00:00, however this will not occur unless such a variation or Temporary Events Notice is sought and granted.</p>	Both	<input type="checkbox"/>
Tue	12:00	00:00			
Wed	12:00	00:00			
Thur	12:00	00:00			
Fri	12:00	00:00			
Sat	12:00	00:00			
Sun	12:00	22:30			

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 type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3)		
Mon					
Tue					
Wed			State any seasonal variations for the performance of dance (please read guidance note 4)		
Thur					
Fri			Non-standard timings. Where the club intends to use the premises for the performance of dance at different times from those listed in the column on the left, please list (please read guidance note 5)		
Sat					
Sun					

H

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

I

Supply of alcohol Standard days and timings (please read guidance note 6)			<u>Will the supply of alcohol be for consumption - please tick</u> (please read guidance note 7)	On the premises	<input checked="" type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>State any seasonal variations</u> (please read guidance note 4)		
Mon	18:00	00:00	The members' bar will be open for refreshments during events only, so as per the live music schedule, we anticipate this to be no more often than 3 to 4 times per week. Any guests of members who may look under 18s will be asked for identification and we will operate the Challenge 21 scheme. All staff are to be members, and the purchase and supply of alcohol to members and their guests only is managed by a Bar Committee chaired by a personal license holder. Strictly no alcohol may be consumed off the premises.		
Tue	18:00	00:00			
Wed	18:00	00:00			
Thur	18:00	00:00	<u>Non-standard timings. Where the club intends to use the premises for the supply of alcohol at different times from those listed in the column on the left, please list</u> (please read guidance note 5)		
Fri	18:00	00:00			
Sat	18:00	00:00			
Sun	18:00	22:30			

J

Hours club premises are open to the members and guests Standard days and timings (please read guidance note 6)			<u>State any seasonal variations</u> (please read guidance note 4) We do not anticipate any seasonal variations beyond the stated hours. During the day, members and their guests have access to the premises for the use of the included work space, storage and co-managed resources such as printing and meeting and rooms and studio space during the day. As such, the bar will not be open during the day, but will open at 6pm for refreshments in relation to any events.
Day	Start	Finish	
Mon	12:00	00:00	<u>Non standard timings. Where you intend the premises to be open to the members and guests at different times from those listed in the column on the left, please list</u> (please read guidance note 5)
Tue	12:00	00:00	
Wed	12:00	00:00	
Thur	12:00	00:00	
Fri	12:00	00:00	
Sat	12:00	00:00	
Sun	12:00	23:00	

K

<p>Please highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the club premises that may give rise to concern in respect of children (please read guidance note 8).</p> <p>N/A</p>
--

J

Hours club premises are open to the members and guests Standard days and timings (please read guidance note 6)			State any seasonal variations (please read guidance note 4) We do not anticipate any seasonal variations beyond the stated hours. During the day, members and their guests have access to the premises for the use of the included work space, storage and co-managed resources such as printing and meeting and rooms and studio space during the day. As such, the bar will not be open during the day, but will open at 6pm for refreshments in relation to any events.		
Day	Start	Finish	Non standard timings. Where you intend the premises to be open to the members and guests at different times from those listed in the column on the left, please list (please read guidance note 5)		
Mon	12:00	23:00			
Tue	12:00	00:00			
Wed	12:00	00:00			
Thur	12:00 00:00	00:00 12:00			
Fri	12:00	00:00			
Sat	12:00	00:00			
Sun	12:00	:00			

K

Please highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the club premises that may give rise to concern in respect of children (please read guidance note 8).

N/A

L 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)

Any persons, member or guest or member, who appears to be drunk, disorderly or otherwise abusive will not be permitted entry, and photographic driving licences or passports will be asked for as evidence of anyone who appears to be under the age of 18. A log book recording system shall be kept upon the premises in which shall be entered particulars of inspections made; those required to be made by statute, and information compiled to comply with any public safety condition attached to the premises licence that requires the recording of such information. Our club will maintain an environment that does not only not tolerate but actively challenges any aggressive or hateful behaviour, in line with our member code of conduct or 'safer spaces' policy which all staff will receive full training on.

The cooperative directors have appointed a bar committee to manages the responsible sales of refreshments. Staff will receive full training and induction on bar usage health and safety and on appropriate evacuation, with two appointed fire wardens, with all fire routes checked before every event. All alcohol and fridges will be locked when the bar is not in use.

b) The prevention of crime and disorder

A notice opening hours outside the premises, plus an alarm system, named key-holders and additional deadlocks on all appropriate doors will be ensured.

Clear and legible notices will be displayed regarding security for customers. The Women's Safety Charter principles will be adhered to and all staff trained in advanced deescalation techniques as used by SIA. Any other crime prevention strategies will be adhered to. Staff will be fully aware of licensing laws around measures, timing and will reserve the right to stop serving at any point

Signs as relate to valuables theft and zero tolerance to drugs or violence, whether from members or guests will be displayed, with enforceable tariffs including permanent revoking of membership.

c) Public safety

The log book shall be kept available for inspection. All events will require a post event report to be submitted to the bar committee and management cooperative responsible for programming.

Adequate access to emergency safety equipment will be ensured. Fire extinguishers and a fire risk assessment will be carried out. A very high standard of cleanliness particularly in respect of health and safety in the bar and toilet areas will be maintained. All electrical equipment will be fully PAT tested, plus regular electrical and gas testing where relevant. Qualified sound engineers are used to ensure sound is correctly metered and unnecessary noise is kept to a minimum.

Free potable water will always be made available. Suitable notices shall be displayed and announcements made requesting people to leave the premises in a quiet and orderly manner so as not to disturb local residents. All equipment furniture and fittings will be maintained and any repairs actioned promptly. Scheduled open days (no licensable activities to take place during this time) for local residents to encourage new membership applications and cohesion and collaboration with local community groups

d) The prevention of public nuisance

Zero tolerance on loitering outside the premises will be enforced. 'Leave quietly' and opening hours signs will be affixed to the building. No bright lights will be used outside the premises.

Smoking is permitted in private yard only.

Our waste collection and recycling contract will be kept up to date and The club forbids the movement or emptying of bins after 23:00.

There shall be no movement of musical or amplification equipment from the premises after closing time. All members and guests will be moved swiftly on after closing time. No outdoor areas will be used for any alcohol or music based licensable activities.

e) The protection of children from harm

Membership is open to 18+ only, and when licensable activities take place, any young person must be accompanied by an adult member who is responsible for them at all times.

DIY Space for London Ltd has a safeguarding young people policy and will work with any host organisations that use the space during non licensable activity hours to ensure young people feel safe comfortable and supported in all interactions on the premises. No alcohol will be served during events aimed at young people. Any facilitators at such events and their assistants shall be responsible, professional fully CRB/DBS checked, which includes in the case of our skills workshops artist and musician mentoring which shall always be supervised.

Any young people attending such workshops or sessions unaccompanied must do so with the written consent of their parent or carer - record of which will be kept permanently. No unaccompanied children will be allowed to enter the premises without prior notice of such consent.

Checklist:

Please tick to indicate agreement

- I have made or enclosed payment of the fee.
- I have enclosed the plan of the premises.
- I have sent copies of this application and plan to the responsible authorities.
- I have completed and enclosed the club declaration and enclose a copy of the club rules.
- I understand that I must now advertise my application.
- I understand that if I do not comply with the above requirements my application will be rejected.


IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING 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 3 – Signatures (please read guidance note 10)

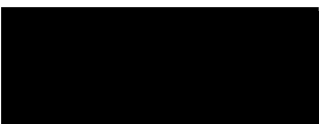
I **BRYONY BEYNON**



(Insert full name)

make this application on behalf of the club and have authority to bind the club

Signature	
Date	08/07/2015
Capacity	Club Secretary

Address for correspondence associated with this application (please read guidance note 11)



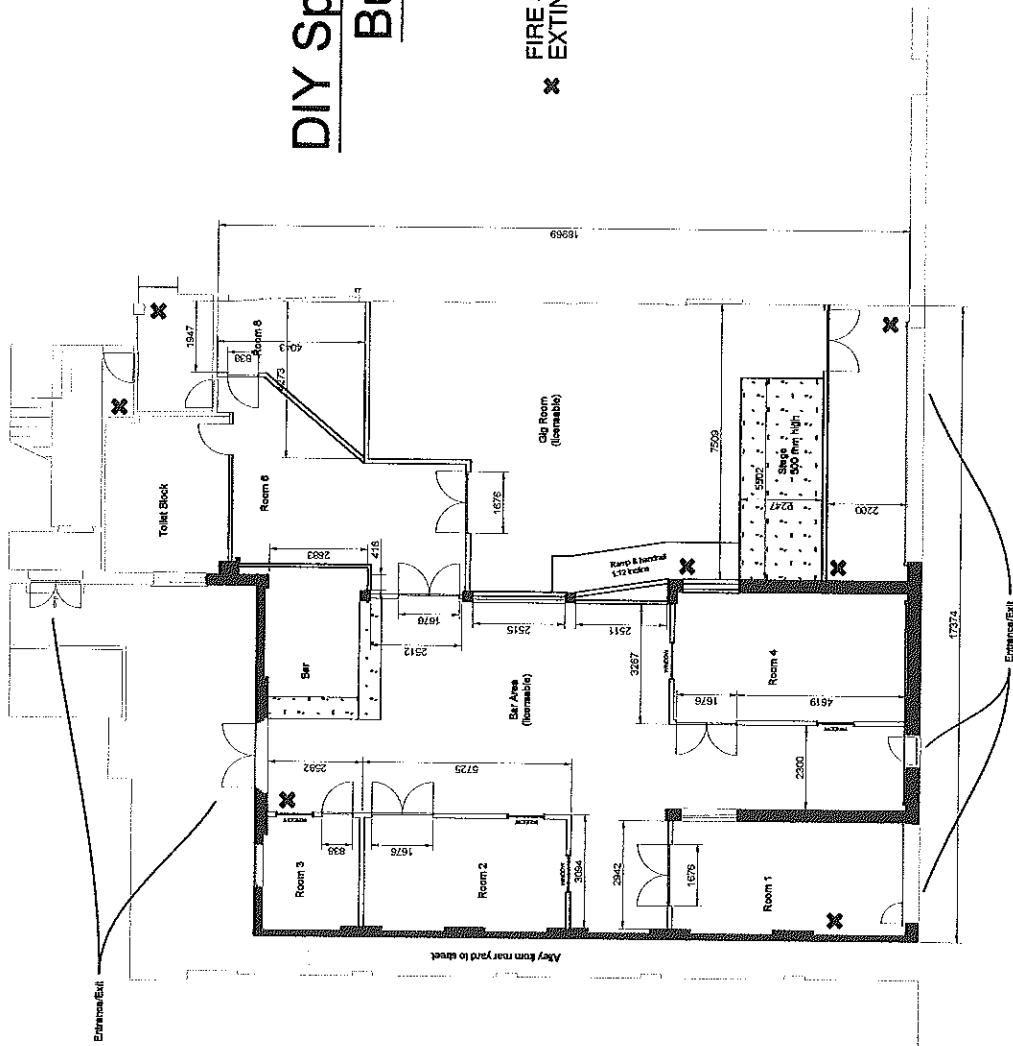
Post town	LONDON	Post code	SE15 6TN
Telephone number (if any)			
If you would prefer us to correspond with you by e-mail your e-mail address (optional)			
			

Notes for Guidance

- 1) Describe 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.
- 2) Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
- 3) Please 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.
- 4) For example (but not exclusively) where the activity will occur on additional days during the summer months.
- 5) For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
- 6) Please 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.
- 7) If the club wishes members and their guests to be able to consume alcohol on the premises please tick 'on the premises'. If the club wishes people to be able to purchase alcohol to consume away from the premises please tick 'off the premises'. If the club wishes people to be able to do both please tick 'both'.
- 8) Please 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, gambling machines etc.
- 9) Please list here steps you will take to promote all four licensing objectives together.
- 10) The application form must be signed.
- 11) This is the address which we will use to correspond with the club about this application.

DIY Space For London Building Plan 1:100

FIRE SAFETY EQUIPMENT -
* EXTINGUISHER





Declaration for a club premises certificate to be granted under the Licensing Act 2003

PLEASE READ THE FOLLOWING INSTRUCTIONS BEFORE COMPLETING DECLARATION

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.

Club Premises details

Name of club DIY SPACE FOR LONDON MEMBERS' CLUB	
Postal address of club, if any, or, if none, ordnance survey map reference or description UNITS 1 AND 2 96-108 ORMSIDE STREET	
Post Town LONDON	Postcode SE15 1TF
Telephone number (if any) 07989 982509	
E-mail (optional) admin@diyspaceforlondon.org	

CLUB DECLARATION AS TO QUALIFYING CLUB STATUS

DIY SPACE FOR LONDON MEMBERS' CLUB

(Insert name of club)

club makes the following declarations

- 1) **Where the club to which this application relates is:**
 a registered society within the meaning of the Industrial and Provident Societies Act 1965, a registered society within the meaning of the Friendly Societies Act 1974 or a registered friendly society within the meaning of the Friendly Societies Act,

the club declares that the club satisfies:

Please tick Yes

Condition 1 in section 62(2) of the Licensing Act 2003



Please give relevant club rule number(s)

RULE 3.2

Condition 2 in section 62(3) of the Licensing Act 2003

Please give relevant club rule number(s)

RULE 4.2

Condition 4 in section 62(5) of the Licensing Act 2003

Membership on 09/07/2015 numbered 332 members.

Does the club wish to supply alcohol to members and guests?

If yes the club declares that -

The purchase of alcohol for the club and the supply of alcohol by the club is under the control of the members or of a committee appointed by the members

Please give relevant club rule number(s), if any

Rules 8.1 and 13.1.1 and 13.3

**2) Where the club to which this application relates is:
an association organised for the social well-being and recreation of
persons employed in or about coal mines, the club declares that the club
satisfies:**

Please tick Yes

Condition 1 in section 62(2) of the Licensing Act 2003

Please give relevant club rule number(s)

Condition 2 in section 62(3) of the Licensing Act 2003

Please give relevant club rule number(s)

Does the club wish to supply alcohol to members and guests?

If yes the club declares that it satisfies -

First condition in section 66(4) of the Licensing Act 2003

Please give relevant club rule number(s), if any

Second condition in section 66(5) of the Licensing Act 2003

Please give relevant club rule number(s), if any

3) Where the club to which this application relates does not fall into the categories in 1 or 2 above, the club declares that the club satisfies:

Please tick Yes

Condition 1 in section 62(2) of the Licensing Act 2003

Please give relevant club rule number(s)

Condition 2 in section 62(3) of the Licensing Act 2003

Please give relevant club rule number(s)

Condition 3 in section 62(4) of the Licensing Act 2003

The club's arrangements for restricting the club's freedom of purchase of alcohol are:

(a) contained in club rule number(s),

Please describe details of the books of account and other records kept to ensure the accuracy of the information about finances given to members of the club or give the relevant rule number(s)

Please tick Yes

Condition 4 in section 62(5) of the Licensing Act 2003

Condition 5 in section 62(6) of the Licensing Act 2003

The club proposes to supply alcohol to members and guests

and declares that the club satisfies:

additional condition 1 in section 64(2) of the Licensing Act 2003

Please give relevant club rule number(s), if any

additional condition 2 in section 64(3) of the Licensing Act 2003

Please give relevant rule number(s), if any

additional condition 3 in section 64(4) of the Licensing Act 2003

Please give relevant club rule number(s), if any

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

I, 

make this declaration on behalf of the club and have authority to bind the club

Signature 

Date 09/07/2015

Capacity Secretary

Please return this form to:
Licensing Unit
Chaplin Centre
Thurlow Street
London SE17 2DG
Tel. 020 7525 2000
Fax. 020 7525 5705
Hlicensing@southwark.gov.uk

APPENDIX A.

DIY Space for London Member's Club - Club Rules.

1

Name

1.1. The name of the Club shall be DIY Space for London Member's Club. The Club premises shall be situated at Warehouses 1 and 2, 96-108 Ormside Street, London, SE15 1TF

2

Objects

2.1. The Objects of the Club shall be to provide performance, activity, meeting and social space to participants in the local music and cultural community and their audiences by offering entertainment and refreshment in an environment that fosters and promotes through its actions and existence the principles of mutual aid and cooperation.

2.2. The Club recognises that in order to provide the continuity and consistency that is necessitated by regular opening hours it will be appropriate to delegate the day-to-day running of the Club to a Co-operative, thus ensuring the Objects of the Club detailed in Rule 2.1 are effectively and competently fulfilled. See section 9.

2.3. The Club may make donations to support the work of organisations with compatible principles.

3

Constitution

3.1. The Club is a members club.

3.2. Application for Membership of the Club shall be available to anyone, but will be approved or denied according to rules in section 4.

3.3. Every member of the Club shall, subject to these Rules and bylaws for the time being in force, be entitled to use and enjoy in common with other members of the Club, the Club premises and facilities therein.

3.4. No member shall by their membership be under any financial liability except for payment of their annual subscription.

3.5. Members shall conduct themselves with courtesy and respect in the Club.

3.6. In addition, an evolving set of bylaws (the secondary rules), will exist for the regulation of the internal affairs of the Club and the conduct of members, in accordance with Section 23 of these rules.

4

Becoming a Member

- 4.1. The DIY Space for London Ltd IPS Co-operative shall be entrusted to manage membership application and administration procedures in accordance with Sections 4 and 9.
- 4.2. The Co-operative shall receive all membership applications on behalf of the Club and process them no sooner than 48 hours after the application is made.
- 4.3. Where there is strong foreknown evidence that the applicant does not share the values of the club, accompanying evidence will be brought to the next Club Collective meeting for discussion, which is vested with the power to grant and refuse membership, or postpone the decision to the subsequent Club Collective meeting.
- 4.4. Rejected applications can be appealed at any quorate Club Collective meeting.
- 4.5. In the case of new membership applications; membership is deemed to commence upon the applicant's receipt of confirmation of successful application, or membership card from the Club.
- 4.6. Renewal of an existing membership starts immediately upon receipt of subscription fees.
- 4.7. Where membership has lapsed for a period greater than one year, applications will be treated as new membership rather than a renewal.
- 4.8. Members shall supply a functional email address, for the purposes of important communications relevant to the Club.
 - 4.8.1. Members without access to an email address must ensure that they receive important communications by some other means.
 - 4.8.2. The Club assures members that this information will not be used inappropriately or divulged to third parties, except under the provisions of section 4.9.
- 4.9. Names of all current members will be made available to any member upon request.
 - 4.9.1. By applying for membership, applicants agree for their name to be kept on a list on the premises.

5

Subscriptions

- 5.1. The annual subscription for members shall be decided at the Annual General Meeting.
- 5.2. Annual subscriptions shall be due and payable by new members on application for membership, and by existing members on a date to be set at the Annual General Meeting.
- 5.3. The Club Collective shall post notice in advance of said date to all members stating that the subscriptions are due.

6

Expulsion of members

- 6.1. The Club Collective shall have the power to expel any member who shall offend against the rules of the Club or whose conduct shall in the opinion of the Club Collective render him or her unfit for membership of the Club.

6.2. Any person whose membership is terminated shall immediately be excluded from the Club premises and shall have no claim against the Club, any Club Collectives, or any member thereof.

6.3. Any member whose membership is terminated shall not reapply for membership within twelve months of such termination.

6.4. Terminated membership may be appealed at any Club Collective Meeting or Special General Meeting.

7

Decision-making

7.1. Decisions of the Club Collective will be made by consensus or majority voting as appropriate to the decision.

7.2. If voting is used a majority of two thirds of those present is necessary to pass a decision.

8

Overall Management of the Club

8.1. The management oversight of the Club shall be entrusted to a Club Collective, which contains the Chair, Secretary, Treasurer, and a Bar Committee representative amongst others. The Club Collective shall not meet less than once a month.

8.2. The Club Collective has decision-making power for all parts of the club. However, the day-to-day running of the club shall be delegated to the Co-operative. See Section 9.

8.3. The agenda for Club Collective meetings, along with all relevant information, may be distributed to all members of the Club Collective before the meeting.

8.4. The quorum for a Club Collective meeting shall not be less than 4 of the current membership of the Club Collective.

8.5. The minutes of each Club Collective meeting will be available to all members.

8.6. The dates for Meetings shall be outlined at least two days before the relevant Meeting. Additional information will be provided if available.

9

Club oversight of the Co-operative

9.1. The Co-operative has the power to make day-to-day decisions regarding the running of the Club.

9.2. The Club Collective (including the Bar Committee) will undertake regular oversight of the Co-operative's day-to-day running of the Club.

9.2.1. One or more members of the Co-operative will attend every monthly Club Collective meeting. These persons will give a report (including finances) from the Co-operative, answer questions from the Club Collective, and provide a list of new Club members for examination by the Club Collective.

9.3. Cooperative activities which will require prior agreement of the Club Collective at these meetings include:

- 9.3.2. The borrowing of money for the purposes of the Club.
- 9.3.3. Blocking a membership application.
- 9.3.4. Changes in pricing of alcohol.
- 9.3.5. Preparation of accounts for the AGM.

10

Annual General Meetings

- 10.1. An Annual General Meeting of the Club shall be held at least once each year.
- 10.2. The Annual General Meeting shall be no more than fourteen months after the previous Annual General Meeting.
- 10.3. The business transacted at the Annual General Meeting shall include:
 - 10.3.1. The presentation of the audited accounts, unless a resolution is passed under Rule (21.2) when in accordance with Rule (21.3) the unaudited accounts should be presented.
 - 10.3.2. The appointment of Officers namely the Secretary, Chair and Treasurer, Bar Committee and any other Officers of the Club.
 - 10.3.3. The presentation of a report from the Co-operative on the day-to-running of the club.
 - 10.3.4. Any other business, for which details and supporting documentation will be made available if possible.
- 10.4. Any decisions made at the Annual General Meeting will require the support of ten percent of the membership of the club, or 4 or more of the Club Collective, to be ratified.

11

Special General Meetings

- 11.1. Special General Meetings will be called by the Club Collective if summoned to do so by no fewer than ten percent of the membership of the Club.
- 11.2. The Club Collective may call a Special General Meeting at any time subject to 11.3.
- 11.3. The Secretary shall give not less than one week's notice of such a meeting to be communicated to all members.
- 11.4. A Special General Meeting requires at least ten members to be present in order to be quorate.
- 11.5. A Special General Meeting shall have powers including but not limited to:
 - 11.5.1. Removing officers from office.
 - 11.5.2. Electing officers.
 - 11.5.3. Removing members of the Club Collective.
 - 11.5.4. Revoking any decision made by the Club Collective, pertaining to either management of the club or the Club Collective's oversight of the Co-operative.

11.6 Any decisions made at a Special General Meeting will require the support of ten percent of the membership of the club, or 4 or more of the Club Collective, to be ratified.

12

Casual Vacancies

12.1. In the event of any casual vacancy among the Chair, Treasurer or Secretary a Special General Meeting will be called by the Club Collective.

12.2. Any Officer or member of the Club Collective so appointed shall hold office only until the next following Annual General Meeting but shall then be eligible for re-election.

13

Purchase and Supply of Intoxicating Liquor

13.1. The purchase and supply of intoxicating liquor for the Club shall be delegated to the Co-operative, which shall arrange for the purchase of intoxicating liquors on behalf of the Club and for the supply thereof to members at prices agreed by the Club Collective.

13.1.1. Regular oversight of purchase and supply for the Club of intoxicating liquor shall be carried out by a Bar Committee of not less than two members, as detailed in Sections 8 and 9.

13.2. The Co-operative shall keep an account of all purchases and receipts, and shall regularly present a report to the Bar Committee, in accordance with section 9, and at every Annual General Meeting present to Club members a record, report and financial statement for the previous year.

13.3. The Bar Committee shall be in no way be restricted in freedom of purchase, and will instruct the Co-operative accordingly. However, the Bar Committee will, insofar as is possible, instruct the Co-operative to buy from local, organic and environmentally friendly companies.

13.4. The sale or supply of intoxicating liquor in the Club shall be permitted within the general licensing in force within the licensing district in which the Club premises are situated and the bar opening hours shall be fixed by the Club.

13.5. Intoxicating liquor shall be sold only in accordance with the terms of any effective licensing document.

14

Licensable Events: Members

14.1. When a licensed event is taking place, the staff on duty will take responsibility for ensuring that the relevant Club rules are enforced via the implementation of satisfactory policies (such as, but not necessarily limited to, checking age and membership status).

14.2. All staff will be given appropriate training and guidance.

14.3. Members must have their membership card (or another form of satisfactory ID) on their person whenever they attend a licensed event. Staff will be supplied with a recent list of

members before a licensed event. Admission may be denied if an event attendee is unable to demonstrate that they are a member of the Club, a guest of a member or an Associate Member.

14.4. Members shall not supply alcohol obtained from the Club to minors, on or off the premises.

14.4.1. The Club has the power to refuse to supply a member with alcohol if they have good reason to believe that the member intends to supply alcohol to minors.

15

Licensable Events: Guests

15.1. The Club, or members of the Club, may invite non-members to licensable events as their guests. The inviting party must introduce their guests to those operating the door upon their entry to the club, once their own membership status has been confirmed.

15.1.1. Upon admission, a method (of which the details may differ for each event) will be employed for the identification of guests after their entry, should such an identification be necessary.

15.2. A guest shall be entitled to the privileges of membership for the duration of their stay, but shall not be allowed to introduce any guests into the Club or take part in the management of the Club.

15.3. The inviting party must stipulate Rules 3.5 and 3.6 to their guests, and may be held responsible for the conduct of guests introduced by them during the period of their stay in the Club.

15.4. Guests may be refused entry on the grounds that they are:

15.4.1. Former members who have been expelled.

15.4.2. Persons who, having applied for membership, have been rejected.

15.4.3. Members who are under suspension.

16

Licensable Events: Associate Members

16.1. The Club Collective may grant associate membership to any member of a registered or licensed club at their discretion. Members of an associate club shall be entitled to the privileges of membership as Associate Members.

16.2. Associate Members may use and enjoy the Club premises and facilities, and will be subject to all Club rules and bylaws, but will not partake in management of the Club.

16.3. Associated Members will be admitted only on production of a valid membership card or qualifying documentation for the Associated Club in question.

16.4. Associate Members may introduce guests, as per Section 15 of these Rules.

16.5. Associate Members may not be admitted if they fall under the categories defined in 15.4.1-3.

16.6. The stipulations of 3.5 and 3.6 also apply to Associated Members and their guests.

17

Licensable Events for members of the General Public

17.1. These, by nature of being licensable, shall be conducted under a Temporary Event Notice, lodged with Southwark Council and the Superintendent of Police at least two weeks in advance of the event in question.

17.2. The allocation of Temporary Event Notices to proposed events shall be decided by the Co-operative.

17.3. On such occasions organised by the Club when members of the public are invited to the Club premises for a function then those persons shall be entitled to the privileges of membership for those occasions provided that:

17.3.1. No person admitted to the Club by virtue of this rule shall be entitled to take part in the management of the Club, nor shall they be able to introduce guests.

17.3.2. Persons admitted to Club under this rule shall be subject to the same rules as members of the Club.

18

Borrowing Powers

18.1. From time to time, the Club Collective may borrow money for the purposes of the Club. The Club Collective may also allow or instruct the Co-operative to borrow money for the purposes of the Club.

18.1.1 The amount of money, rate of interest, repayments and collateral shall be specified in such a resolution at a Club Collective meeting.

18.2. The Club Collective, in consultation with the Co-operative, shall make all decisions about loans, interest, repayments and collateral that they deem to be in the best interest of the Club.

19

Commission

19.1. No person shall at any time be entitled to receive - at the expense of the Club or of any member of the Club - any commission, percentage or similar payment on or with reference to purchases of intoxicating liquor by the Club; nor shall any person directly or indirectly derive any pecuniary benefit from the supply of intoxicating liquor by or on behalf of the Club to members or guests apart from any benefit accruing to the Club as a whole and apart also from any benefit which a person derives indirectly by reason of the supply giving rise to or contributing to a general gain from the carrying on of the Club.

20

Application of Profit

20.1.1. No money or property of the Club or any gain arising from the carrying on of the Club

shall be applied otherwise than for the benefit of the Club as a whole or the furtherance of the objects of the Club in accordance with these Rules and statutory regulations, including payments to the Co-operative for the day-to-day staffing and maintenance of the Club, as in accordance with the Objects of the Club as they appear in section 2.

21

Accounts

21.1. Full accounts of the financial affairs of both the Club, and of the Co-operative (where of relevance to the Club) duly audited by the Auditors of the Club shall be made available to every member at or after (upon request) the Annual General Meeting by the Club Collective or a representative thereof, subject to the conditions in Rule (21.3).

21.2.1. The Club Collective and the Co-operative will jointly decide upon the specific areas of the Co-operative's finances that are of relevance to the Club and produce accounts accordingly.

21.2.2. Any member of the Club can make a request to the FCA to see full accounts of the Co-operative.

21.3. The members of the Club shall in the Annual General Meeting decide every year whether to allow the Club to be exempt from audit for the following year. If the resolution is passed then Rule (21.4) shall come into effect.

21.4. Full accounts of the financial affairs of both the Club, and of the Co-operative (where of relevance to the Club) shall be made available to every member when notice convening the Annual General Meeting is given.

22

Local Residents

22.1. The Club and its members will at all times operate with consideration for its neighbours and community. To facilitate this, the Club Collective or the Co-operative may delegate member(s) to liaise with local residents and communicate any concerns raised with the Club Collective and Co-operative if they cannot be resolved at the time.

23

Bylaws

23.1. The Club Collective or Special General Meeting may from time to time make, vary or revoke bylaws (not inconsistent with these rules) for the regulation of the internal affairs of the Club and the conduct of members.

23.2. All bylaws shall be binding on all members, associate members, and guests.

23.3. Notice of bylaws will be posted prominently inside the Club and be visible upon entry.

24

Modification of Rules

24.1. No major alteration or addition to these rules shall be made except at a Special General Meeting or Annual General Meeting, for which the agenda and particulars have been circulated at least one week in advance.

24.1.1. Minor alterations can be made at any Club Collective Meeting, subject to Rule 8.4.

24.1.2. Any alterations will be distributed immediately to the membership, and an SGM called if they are opposed by any member.

24.2. The Secretary shall as soon as possible and in any case within 28 days of the making of any such alteration or addition to these Rules give written notice of such alteration or addition to the Chief Officer of the Police and to the proper Officer of the Local Authority of the District in which the Club is situated.

25

Disputes

25.1. Any relevant disputes arising out of or not covered by these rules or bylaws shall be referred to a Club Collective Meeting or Special General Meeting.

26

Dissolution

26.1. The Club may be dissolved upon such a determination at a Special General Meeting called specifically for that purpose by the Secretary in accordance with the Club Rules.

26.2. Upon dissolution any property of the Club shall be held in trust by the officers of the club until the satisfaction in full of all debts incurred by the Club prior to the dissolution. Any remaining property may be donated or distributed to another Club, Co-operative or Group of Persons formed in the district with similar objectives.

Swaby, David

From: Regen, Licensing
Sent: 11 August 2015 08:52
To: McArthur,Wesley; Swaby, David
Subject: FW: DIY Space for London Members Ltd, Unit 1 and 2, 96-108 Ormside Street, London, SE15 1TF

From: Turay,Michael
Sent: Monday, August 10, 2015 6:44 PM
To: Regen, Licensing; Franklin,David; Licensing2
Cc: [REDACTED]
Subject: DIY Space for London Members Ltd, Unit 1 and 2, 96-108 Ormside Street, London, SE15 1TF

Dear all

The EPT has reviewed the Club Premises Certificate application and visited site. The premises are within a busy industrial estate and residential properties on Manor Grove, therefore the proposed midnight closing times on weekdays will have the likely effect of increasing public nuisance in the area. The EPT has no objections, however, the EPT would recommend the conditions below to minimise any potential for public nuisance:

The supply of alcohol

1. The supply of alcohol for consumption on the premises shall only take place between the following hours
 -Monday –Thursday 18:00-23:00 hours only
 -Friday-Saturday -18:00-23:30
 -Sunday-18:00-22:30

Recorded Music

1. No recorded music after 23:00 hours Monday-Thursday, except for Friday and Saturday between 23:00-23:30 hours

Noise Control

1. The applicant shall install a sound limiting device, set and maintain to ensure that the maximum levels of volume and bass of music, song or speech from the premises does not cause a public nuisance in the vicinity of the premises or intrude inside the nearest or most exposed noise sensitive premises
2. The applicant shall install sound insulation to baffle any vents or air extraction system to prevent sound escape from the premises. Note-*sound can escape through intake vents just as easily as through an extract vent*
3. The premises shall be adequately ventilated to allow doors and windows to remain closed during licensed entertainment
4. The applicant shall install sound insulation of adequate specification to any shared walls/floors/ceiling to ensure that noise from the operation of the premises does not cause intrusion in neighbouring property.
5. All external plant required for the operation of the premises (air handling plant, condensers, kitchen extraction system etc.) shall be designed, installed and maintained to ensure that the noise output from the external plant does not cause a public nuisance or intrude inside the nearest or most exposed noise sensitive premises
6. Any kitchen extraction system required for the operation of the premises shall be installed with appropriate discharge at least 1 metre above the eaves of the roof and with adequate odour control filters installed and maintained to ensure that odour emissions do not cause a public nuisance or intrude inside in the nearest or most exposed sensitive premises
7. The volume and bass levels of any licensed entertainment shall be kept at a level that is not audible outside the premises. It is strongly recommended that before the commencement of the event the applicant fits any

sound system used with a compressor or speaker protection system that will permit the setting of maximum bass and volume settings.

8. Relevant openings in the buildings fabric (windows/doors/vents) must remain closed or be appropriately boarded up or sealed during licensed entertainment, except for the access or egress of patrons.
9. Any un-lobbied patron entrance doors should be fitted with a thick, close fitting, fireproof curtain (theatre curtain) to minimise noise outbreak as patrons enter and exit the premises.
10. The applicant shall prominently display clearly legible signage at all patron exits, where it can easily be seen and read, requesting that patrons leave the premises in a quiet and orderly manner that is respectful to the neighbours

Michael Turay

Principal Environmental Protection Officer

Environmental Protection Team

Southwark Council | Community Safety & Enforcement | EH&TS | PO Box
64529 | 3rd floor | Hub 2 | 160 Tooley Street | London | SE1 5LX.

Tel: 020 7525 7235 | Fax: 0207 525 5705

Email: michael.turay@southwark.gov.uk

visit: | www.southwark.gov.uk

Please consider the environment - do you really need to print this email?

Swaby, David

From: Turay, Michael
Sent: 20 August 2015 09:50
To: 'Bryony Beynon'; Franklin, David; Swaby, David; graham.white4@met.police.uk; Regen, Licensing
Cc: Sophie Brown
Subject: Update re: DIY Space for London- Ormside Street Club Premises Certificate

Dear all,

Following DIY Space acceptance of all the proposed noise/public nuisance conditions, I can now confirm the withdrawal of the EPT's objections to the premises licence subject to adherence of the said conditions

Regards

Michael Turay
 Principal Environmental Protection Officer
 Environmental Protection Team
 Southwark Council | Community Safety & Enforcement | EH&TS | PO Box
 64529 | 3rd floor | Hub 2 | 160 Tooley Street | London | SE1 5LX.
 Tel: 020 7525 7235 | Fax: 0207 525 5705
 Email: michael.turay@southwark.gov.uk
 visit: | www.southwark.gov.uk
 Please consider the environment - do you really need to print this email?

From: Bryony Beynon [<mailto:bryonybeynon@gmail.com>]
Sent: Tuesday, August 18, 2015 3:49 PM
To: Franklin, David; Swaby, David; Turay, Michael; graham.white4@met.police.uk; Regen, Licensing
Cc: Sophie Brown
Subject: Update re: DIY Space for London- Ormside Street Club Premises Certificate

Good Afternoon All,

Many thanks for your help with conciliation regarding our Club Premises Certificate application for DIY Space for London - Ormside Street.

By way of an update, the club committee has now agreed to all conditions laid out in your representations and this has been confirmed on their behalf by myself in writing via email. Please let me know if you require any further detail or information.

We have also met with the Managing director of a neighbouring business who I believe may be withdrawing their objection based on our conversation, but I will be able to confirm this later this week pending further discussion.

We have contacted Cllr. Richard Livingstone to provide him with some data and information (see attached) in relation to his objection and opened discussions. I understand this letter came from three councillors, but is only signed by Richard. As he is on holiday in New York until 1st September, would you be able to let us know which councillors so I can open a discussion with them about our project? I understand if this is not possible but it would be greatly useful if this is possible.

As our building works near completion we would like to conciliate with the councillors soonest, before a decision is taken on whether the hearing is required.

Kindest Regards and sincere thanks for your help and guidance on this matter,

Bryony

Secretary,
DIY Space for London Ltd.

Swaby, David

From: Franklin, David
Sent: 10 August 2015 14:13
To: Regen, Licensing
Cc: Swaby, David; Turav, Michael; 'graham.white4@met.police.uk'; Prickett, Mark
Subject: Representation - DIY Space for London Members Club Unit 1 and 2 Ormside Street SE15 1TF

I write this representation with regards to the application for a club premises certificate by DIY Space for London Ltd for the premises DIY Space for London Members Club Unit 1 and 2 Ormside Street SE15 1TF under the Licensing objectives of prevention of public nuisance and the prevention of crime and disorder.

The premises is in relatively close proximity to residential accommodation in Manor Grove, I have considered the times applied for and am concerned that the closing times during the week of midnight would mean that members making their way home after midnight may cause noise disturbance to residents after midnight when the next day is a school day / normal working day.

I also have concerns that the last time for the sale of alcohol and the closing time are the same giving no time for club members to drink recently purchased drinks and leave the premises, this may cause friction between the member and the bar staff, I suggest that a 30 minute "drinking up time" is provided.

I therefore suggest the following alterations to the application be considered by the applicants:

Live Music

Can be removed as a licensable activity as it is deregulated on licensed premises between 08:00 and 23:00 hours.

Recorded Music

is similarly deregulated, I would suggest that recorded music is only provided after 23:00 hours at the weekend but to finish 30 minutes before the premises closes.

Friday and Saturday 23:00 to 23:30

Supply of alcohol

Sunday to Thursday 18:00 to 23:00 hours

Friday and Saturday 18:00 to 23:30 hours

Opening Hours

Sunday to Thursday 12:00 to 23:30 hours

Friday and Saturday 12:00 to 00:00 hours

David Franklin

Responsible Authority for the Licensing Authority



Chief executive's department
 Planning division
 5th floor, hub 2
 PO Box 64529
 LONDON SE1P 5LX

EH & TS Licensing Unit
 Hub 2 3rd Floor Tooley Street

X

Your Ref: 105886
 Our Ref: 15-CE-00754
 Contact: Matthew Lambert
 Telephone: 020 7525 7451
 Fax: 020 3357 3101
 E-Mail: planning.enquiries@southwark.gov.uk
 Web Site: <http://www.southwark.gov.uk>

Date: 11/08/2015

Dear Sir/Madam

Premises Licensing re:
 DIY SPACE FOR LONDON MEMBERS 96-108 ORMSIDE STREET SE15

Summary description: New Application

Date Received: 20/07/2015

Although the site is located within a Preferred Industrial Location (Strategic) as designated within the Proposals Map 2011 it appears that part of the first floor's authorised use is as a place of worship within Use Class D1. This former mixed use site (Use Class B1/B2), comprising two floors, was the subject of an enforcement investigation and on 24 November 2010 an unauthorised use of the site, specifically only part of the first floor, in Use Class D1 was allowed on appeal (ref. no. APP/A5840/C/10/2128606) and planning enforcement notice (09/EN/0029) for a change of use to D1 was quashed.

The appeal decision states that 'it is not in dispute that the ground floor of the appeal premises is in use for industrial purposes and that the alleged unauthorised use as a place of worship is confined to the majority of the first floor; the balance of the first floor is used as offices and toilets by the ground floor use. The 2 uses do not appear to be entirely separate planning units as there are common circulation areas, including emergency escape routes, and toilets. Therefore, both parties agree that the notice should properly describe a mixed use comprising business/light industrial use on the ground floor and part of the first floor and a place of worship (Class D1 use) on the first floor of the premises.'

It is noted that the applicant describes the site as comprising Units 1 and 2, 96-108 Ormside Street, which appears to only relate to the ground floor of the building. It appears that the applicant, Do It Yourself Space for London Ltd, already occupies the premises and that it is in use as a work space and social space and that entertainment, including live or recorded music, and refreshments are provided to their members and guests in the evening.

It therefore appears that a breach of planning control has taken place in that an unauthorised change of use from business/light industrial (Use Class B1/B2) to a drinking establishment / non-residential education and training centre / music and concert hall (Use Class A4/D1/D2) has taken place.

It is noted that condition 2 of the appeal decision, referred to above (09/EN/0029), states that 'No part of the building shall be used as a place of worship (Class D1 Use), or any use ancillary to such a use, between the hours of 07.00 and 18.00 on Mondays to Saturdays inclusive.

However, as it is likely that the historic authorised use of the ground floor as a mixed use business/light industrial (Use Class B1/B2) unit would not have any restrictions for hours of use the local planning has no objection to the application for a New Club Premises Licence.

Please however note that the local planning authority will open a new enforcement investigation into what appears to be an unauthorised change of use from business/light industrial (Use Class B1/B2) to a drinking establishment / non-residential education and training centre / music and concert hall (Use Class A4/D1/D2).

Yours faithfully

Matthew Lambert

Planning Enforcement Officer



The Licensing Unit
 Floor 3
 160 Tooley Street
 London
 SE1 2QH

Metropolitan Police Service
Licensing Office
 Southwark Police Station,
 323 Borough High Street,
 LONDON,
 SE1 1JL

Tel: 020 7232 6756

Email: SouthwarkLicensing@met.police.uk

Our reference: MD/21/15

Date: 10th August 2015

Re:- DIY Space for London, 96-98 Ormside Street, London SE15 1TF

Dear Sir/Madam

Police are in possession of an application from the above for a new Club premises Certificate.

The premises are situated on a busy industrial estate which has a large problem associated with anti social behaviour and nuisance to local residence.

Police would recommend the following condition some of which may have already been offered in the operating schedule but the wording is important and we would like to see the following.

A reduction in operating hours Sunday to Thursday 18.00hrs to 23.30hrs with all Licensable activities to cease 30 minutes prior to this time.

1. That a CCTV system be installed at the premises and be maintained in good working order and be continually recording at all times the premises are in use under the certificate. The CCTV System must be capable of capturing a clear facial image of every person who enters the premises.
2. All CCTV footage be kept for a period of 31 days and shall on request be made immediately available to officers of the police and the council.
3. That all staff are trained in their responsibilities under the licensing act 2003 and training records to be kept and updated every 6 months and shall, upon request, be made immediately available to Officers of the Police and the Council.
4. SIA registered door supervisors to be employed when live or recorded music are played in the designated area. They are to control entry to the premises to insure only members and their guests enter the premises and the safety of members, guests and staff at the premises.

The Following is submitted for your consideration, Police would welcome the opportunity to conciliate should the need arise.

Yours Sincerely

PC Graham White 288MD
Southwark Police Licensing Unit
Tel: 0207 232 6756

From: [REDACTED]
Sent: Friday, July 17, 2015 1:04 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Consultation LDO 14.8.2015 New Club Premises Application Unit 1 & 2 96-108 Ormside

Dear [REDACTED]

I also object to the application for the reasons set out by Cllr [REDACTED]

Kind regards

[REDACTED]

Councillor [REDACTED]
Cabinet Member for Communities and Safety
Labour Member for Livesey Ward
Southwark Council

Party 2.

[REDACTED]

Sent: Friday, July 17, 2015 2:55 PM

[REDACTED]

Subject: Re: Consultation LDO 14.8.2015 New Club Premises Application

Unit 1 & 2 96-108 Ormside

Dear [REDACTED]

I also object to the application for reasons outlined by [REDACTED]

[REDACTED]

Thanks

[REDACTED]

Party 3.

From: [REDACTED]

Sent: Friday, July 17, 2015 12:07 PM

To: [REDACTED]
[REDACTED]

Subject: RE: Consultation LDO 14.8.2015 New Club Premises Application
Unit 1 & 2 96-108 Ormside

Dear [REDACTED]

Thank you for sending me this.

I would like to object to this application.

96-108 Ormside Street is close to the housing on Manor Grove, an area that already suffers from the impact of loud parties organised on that industrial estate, and has long-suffered from noise and parking problems from the large number of churches that operate there. With the licence extending to midnight and churches operating in the morning, this leaves far too little respite time for local residents.

The premises itself is about 50m away from housing, but the route into Ormside Street is along Manor Grove itself. This means that the area is already frequently over-congested with cars bringing people to the churches and clubs there, causing significant parking problems. Given the relatively poor access to public transport here, it is likely that substantial numbers of the clientele of the club will be using cars to get there.

The building itself is likely to create a noise problem for the residents of Manor Grove. There would also be significant noise issues arising when people left the club and then travelled along Manor Grove as they left.

Thank you for your consideration of these points.

Yours sincerely

Councillor [REDACTED]

Cabinet member for Housing

Labour councillor for Livesey Ward

From: [REDACTED]

Sent: Friday, July 17, 2015 10:23 AM

To: [REDACTED]

Subject: Consultation LDO 14.8.2015 New Club Premises Application Unit

1 & 2 96-108 Ormside

Party 4.

Swaby, David

From: [REDACTED]
Sent: 14 August 2015 19:23
To: [REDACTED]
Subject: objection to the licencing application 96-108 ormside street

[REDACTED]

I was very disappointed I could not attend the meeting on the 04.08.15 as I was on a much needed break visiting family because of the stress the late night noise and sleep deprivation has caused.

I completely object to the application for a club at @96-108 ormside street,
For many years now I have and my family have had to endure

unbarable noise , music,shouting fighting and men urinating up against the houses on manor grove. There is constant littering and issues with parking in the residents bays on the roadside as well as on pavements.

I myself had to call the police at 4am in the morning because of the fighting which I filmed. The noise was once again unbarable my son who has disabilities and daughter were yet again unable to sleep.

This would be unfair to grant this licence when there is already 12 alnight churches party venues that hold raves and late night drinking throughout the week.

[REDACTED]

Party 5.

From: [REDACTED]

Sent: Wednesday, July 29, 2015 10:20 AM

To: Regen, Licensing

Subject: Premises Applications Number 849052 - Objection

Dear Sirs,

Re: Premises Application Licence Number: 849052, 96-108 Ormside Street
SE15 1TF

We would like to make an objection to the above application on the grounds of:-

Increased traffic & parking, already some larger commercial vehicles have problems reaching premises.

Possible loss of another commercial space and the subsequent knock on effect to local employment opportunities and the appeal of the area to other potential business's looking for premises.

As this premises backs onto our own, we have a particular concern regarding noise, acoustic insulation does not seem to be enforced in other premises in the area.

Yours

[REDACTED]

Managing Director

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Party 6.

Swaby, David

From: [REDACTED]
Sent: 06 August 2015 20:02
To: [REDACTED]
Subject: Licensing Application for 96-108 Ormside Street. SE15 1TF - Ref: 849052

Like others on the Manor Grove, Tustin Estate, my family and I wish to object most strongly against the proposed new club in Ormside Street.

In Manor Grove we have to endure all the other clubs, churches, parties, congregations, get together and we do not wish to have to cope with yet another.

We are often woken throughout all hours of the evening/night with loud noise, laughter, screaming, car hooters, thumping music through open car windows. Even the police have to wait in traffic jams caused by the quantity of vehicles all leaving at the same time going into and up Ilderton Road.

The noise in the area of Ormside Street/Manor Grove is enough to cope with in winter with all windows shut, but in the summer period, it is quiet unbelievable for all tenants/residents both young and old.

Hopefully you will receive negative responses from all concerned.

[REDACTED]
[REDACTED] Manor Grove.

Party 7.

Swaby, David

From: [REDACTED]**Sent:**

09 August 2015 12:20

To: [REDACTED]**Cc:** [REDACTED]**Subject:** [REDACTED]

Dear [REDACTED]

I am writing to you in connection with the club premises application to the above address.

I would like to object to the above application for the following reasons.

1/ I was under the impression that the above was for commercial/industrial use and not for leisure activities or a drinking/club establishment.

2/ There is enough congestion/parking problems with the numerous churches that appeared over the last 10 years or so. Adding a club venue will only add to the chaos that is already present, especially weekends when not only parking for church goers, but on football days when Millwall fans are also looking for spaces.

3/ There has been considerable noise over last two or three months from Sunday night to early hours of Monday morning. These party goers may not have to go to work, but my wife and I do. We have double glazing installed, but we are still awoken by late night revellers.

4/ There appears to be a lot of anti-social behaviour with such establishments.

It'd be bad enough with the churches and the noise and smell from the recycling plant that Southwark Council decided to build right on our door step, but to have night clubs as well is beyond a joke. Probably most, if not all people that would attend the above places do not live close by and therefore have no respect for the local residents.

I hope Southwark council decides to make the correct choice on the above application for the residents.

Yours Sincerely

[REDACTED]
Resident of Manor Grove

Party 8.

Swaby, David

From: [REDACTED]
Sent: 07 August 2015 11:06
To: [REDACTED]
Subject: Licensing Application for 96-108 Ormside Street

Dear [REDACTED]

I'm a resident at [REDACTED] Manor Grove, i have lived here for 15 years and for all these years the noise, parking and anti-social behaviour have been a constant problem. I think that we, the residents in this area have had enough of this. I'm totally against granting a license to open a bar club at 96-108 Ormside Street. It will only aggravate the existing problems. Please take into account the families living in the area affected by the noise and the lack of consideration. I said NO to the project of a drinking club in this area.

Regards

[REDACTED]
[REDACTED] Manor Grove
SE 15 1 EQ

Swaby, David

From: [REDACTED]
Sent: 20 August 2015 13:24
To: Swaby, David
Subject: Fwd: Update re: DIY Space for London- Ormside Street Club Premises Certificate
Attachments: DSFL Overview.pdf

----- Forwarded message -----

From: [REDACTED]
Date: Tue, Aug 18, 2015 at 3:48 PM
Subject: Update re: DIY Space for London- Ormside Street Club Premises Certificate
To: "Franklin, David" <David.Franklin@southwark.gov.uk>, "Swaby, David" <David.Swaby@southwark.gov.uk>, "Turay, Michael" <Michael.Turay@southwark.gov.uk>, graham.white4@met.police.uk, "Regen, Licensing" <Licensing.Regen@southwark.gov.uk>
Cc: Sophie Brown <sophie.e.h.brown@gmail.com>

Good Afternoon All,

Many thanks for your help with conciliation regarding our Club Premises Certificate application for DIY Space for London - Ormside Street.

By way of an update, the club committee has now agreed to all conditions laid out in your representations and this has been confirmed on their behalf by myself in writing via email. Please let me know if you require any further detail or information.

We have also met with the [REDACTED] who I believe may be withdrawing their objection based on our conversation, but I will be able to confirm this later this week pending further discussion.

We have contacted [REDACTED] to provide him with some data and information (see attached) in relation to his objection and opened discussions. I understand this letter came from three councillors, but is only signed by Richard. As he is on holiday in New York until 1st September, would you be able to let us know which councillors so I can open a discussion with them about our project? I understand if this is not possible but it would be greatly useful if this is possible.

As our building works near completion we would like to conciliate with the councillors soonest, before a decision is taken on whether the hearing is required.

Kindest Regards and sincere thanks for your help and guidance on this matter,

[REDACTED]
 DIY Space for London Ltd.

requires the recording of such information. Our club will maintain an environment that does not only not tolerate but actively challenges any aggressive or hateful behaviour, in line with our member code of conduct or 'safer spaces' policy which all staff will receive full training on. Our club will record high quality CCTV images of all entering the premises during all licensable activities.

The cooperative directors have appointed a bar committee to manage the responsible sales of refreshments. Staff will receive full training and induction on bar usage health and safety and on appropriate evacuation, with two appointed fire wardens, with all fire routes checked before every event. All alcohol and fridges will be locked when the bar is not in use.

The prevention of crime and disorder

A notice opening hours outside the premises, plus an alarm system, named key-holders and additional deadlocks on all appropriate doors will be ensured.

Clear and legible notices will be displayed regarding security for customers. The Women's Safety Charter principles will be adhered to and all staff trained in deescalation techniques as used by SIA. The club will employ SIA registered staff for any larger scale events. Any other crime prevention strategies will be adhered to. Staff will be fully aware of licensing laws around measures, timing and will reserve the right to stop serving at any point. Signs as relate to valuables theft and zero tolerance to drugs or violence, whether from members or guests will be displayed, with enforceable tariffs including permanent revoking of membership.

Public Safety

The log book shall be kept available for inspection. All events will require a post event report to be submitted to the bar committee and management cooperative responsible for programming. Adequate access to emergency safety equipment will be ensured. Fire extinguishers and a fire risk assessment will be carried out. A very high standard of cleanliness particularly in respect of health and safety in the bar and toilet areas will be maintained. All electrical equipment will be fully PAT tested, plus regular electrical and gas testing where relevant. Qualified sound engineers are used to ensure sound is correctly metered and unnecessary noise is kept to a minimum. The use of a sound limiter will be employed by said engineers.

Free potable water will always be made available. Suitable notices shall be displayed and announcements made requesting people to leave the premises in a quiet and orderly manner so as not to disturb local residents. All equipment furniture and fittings will be maintained and any repairs actioned promptly. Scheduled open days (no licensable activities to take place during this time) for local residents to encourage new membership applications and cohesion and collaboration with local community groups.

The prevention of public nuisance

Zero tolerance on loitering outside the premises will be enforced. 'Leave quietly' and opening hours signs will be affixed to the building. No bright lights will be used outside the premises. Smoking is permitted in private yard only. Our waste collection and recycling contract will be kept up to date and The club forbids the movement or emptying of bins after 23:00.

There shall be no movement of musical or amplification equipment from the premises after closing time. All members and guests will be moved swiftly on after closing time. No outdoor areas will be used for any alcohol or music based licensable activities.

The protection of children from harm

Membership is open to 18+ only, and when licensable activities take place, any young person must be accompanied by an adult member who is responsible for them at all times.

DIY Space for London Ltd has a safeguarding young people policy and will work with any host organisations that use the space during non licensable activity hours to ensure young people feel safe comfortable and supported in all interactions on the premises. No alcohol will be served during events aimed at young people. Any facilitators at such events and their assistants shall be responsible, professional fully CRB/DBS checked, which includes in the case of our skills workshops artist and musician mentoring which shall always be supervised.

Any young people attending such workshops or sessions unaccompanied must do so with the written consent of their parent or carer - record of which will be kept permanently. No unaccompanied children will be allowed to enter the premises without prior notice of such consent.



The below information covers issues and concerns raised re: Club Premises Certificate, please contact Bryony on admin@diyspaceforlondon.org or 07989 982509 with any questions.

Primary Functions

- Low-cost work space for
 - a) community groups
 - b) freelancers and small local businesses requiring desk space
 - c) creative users of our facilities including darkrooms and printing area
- Training and skills-building in a wide variety of areas (from CV writing to specific help with learning creative trades and skills) for young people – again low cost or free.
- Accessible events, performance and social space for music groups and artists, primarily showcasing content produced in-house, sometimes involving music or films created elsewhere.
- The licensable element of the premises relates to live and recorded music only. We decided to apply for a license to fund the unique 'all-under-one-roof' aspect of what we are offering – we are not-for-profit so 100% of these sales will go into providing space for said groups. This is the only way we are able to offer these facilities.

Opening hours and terms of license: (Please note, these have been updated since conciliation)

Opening Hours

Sunday to Thursday 12:00 to 23:30 hours
Friday and Saturday 12:00 to 00:00 hours

Live Music will *always* be completed by 23:00, every night of the week.

Recorded Music will *always* be completed by 23:00 every night of the week.

Supply of alcohol

Sunday to Thursday 18:00 to 23:00 hours
Friday and Saturday 18:00 to 23:30 hours

Soundproofing

The renovations we have undertaken were designed with soundproofing, dampening and deadening in mind, working with expert advisers, and are in the process of being acoustically from within treated to add to this.

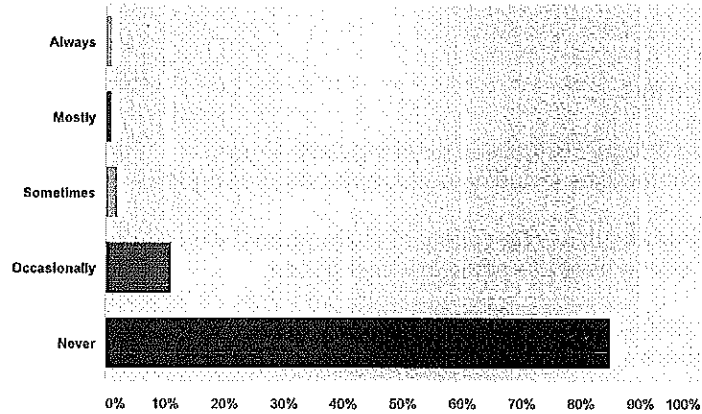


Parking

We know that parking locally is a big issue on the local agenda. DIY Space for London Members' Club has a very low incidence of car ownership amongst its members, most of whom cannot afford to own a car. In a recent poll of one hundred current members:

Would you travel to/from DSFL by motorcycle/car:

Answered: 100 Skipped: 0



Answer Choices	Responses
Always	1.00% 1
Mostly	1.00% 1
Sometimes	2.00% 2
Occasionally	11.00% 11
Never	85.00% 85
Total	100

Long-term

We have secured a five year lease, which sits outside the right to renew. As such, we know that there is a limit to our time on Ormside Street. We are, however, hugely determined to make a positive impact and build community links locally in a rapidly changing neighbourhood, providing much needed safe and positive space not just for young people but anyone who chooses to attend to learn a new skill, socialise. With community centres shutting down across the borough, we feel we have a model that is much more sustainable, and we can evidence our social impact through the training offered, for example our programme of free open-access English lessons.

Support

We have yet to open and already have over 500 paid members. We have been featured in The Guardian, The Wire, NME, Time Out and have a large following and profile online. We successfully raised over £25,000 in small donations over three years. We are already building local business links in the area and there is a high level of local interest in the space. Neil Coyle, Head of Regeneration South in Southwark is very supportive, is assisting with our change of use application and is keen to see the project happen.

How DIY SPACE FOR LONDON will promote licensing Objectives (relating to licensable activity)

General

Any persons, member or guest or member, who appears to be drunk, disorderly or otherwise abusive will not be permitted entry, and photographic driving licences or passports will be asked for as evidence of anyone who appears to be under the age of 18. A log book recording system shall be kept upon the premises in which shall be entered particulars of inspections made; those required to be made by statute, and information compiled to comply with any public safety condition attached to the premises licence that

Swaby, David

From: Franklin, David
Sent: 24 August 2015 12:18
To: Swaby, David
Subject: FW: Update re: DIY Space for London- Ormside Street Club Premises Certificate

Hi Dave,

I am satisfied that the responses given to the EPT and the Police also addresses my concerns, therefore I withdraw my representation.

Regards

David

From: Turay, Michael
Sent: Thursday, August 20, 2015 9:50 AM
To: [REDACTED] Franklin, David; Swaby, David; graham.white4@met.police.uk; Regen, Licensing
Cc: Sophie Brown
Subject: Update re: DIY Space for London- Ormside Street Club Premises Certificate

Dear all,

Following DIY Space acceptance of all the proposed noise/public nuisance conditions, I can now confirm the withdrawal of the EPT's objections to the premises licence subject to adherence of the said conditions

Regards

Michael Turay
Principal Environmental Protection Officer
Environmental Protection Team
Southwark Council | Community Safety & Enforcement | EH&TS | PO Box
64529 | 3rd floor | Hub 2 | 160 Tooley Street | London | SE1 5LX.
Tel: 020 7525 7235 | Fax: 0207 525 5705
Email: michael.turay@southwark.gov.uk
visit: | www.southwark.gov.uk
Please consider the environment - do you really need to print this email?

From: [REDACTED]
Sent: Tuesday, August 18, 2015 3:49 PM
To: Franklin, David; Swaby, David; Turay, Michael; graham.white4@met.police.uk; Regen, Licensing
Cc: Sophie Brown
Subject: Update re: DIY Space for London- Ormside Street Club Premises Certificate

Good Afternoon All,

Many thanks for your help with conciliation regarding our Club Premises Certificate application for DIY Space for London - Ormside Street.

By way of an update, the club committee has now agreed to all conditions laid out in your representations and this has been confirmed on their behalf by myself in writing via email. Please let me know if you require any further detail or information.

We have also met with the [REDACTED] who I believe may be withdrawing their objection based on our conversation, but I will be able to confirm this later this week pending further discussion.

We have contacted [REDACTED] to provide him with some data and information (see attached) in relation to his objection and opened discussions. I understand this letter came from three councillors, but is only signed by Richard. As he is on holiday in New York until 1st September, would you be able to let us know which councillors so I can open a discussion with them about our project? I understand if this is not possible but it would be greatly useful if this is possible.

As our building works near completion we would like to conciliate with the councillors soonest, before a decision is taken on whether the hearing is required.

Kindest Regards and sincere thanks for your help and guidance on this matter,

[REDACTED]

Swaby, David

From: Graham.S.White@met.pnn.police.uk
Sent: 18 August 2015 15:31
To: Swaby, David
Subject: Conciliation re: DIY Space for London Members' Club Ormside St
Attachments: DIY Space Ormside Street.doc

David,
 As per below they have agreed to all conditions as set out in my letter attached.
 as such i withdraw my objection.
 Many thanks
 Graham

PC Graham White 288MD

*Southwark Police Licensing Unit
 323 Borough High Street*

London

SE1 1JL

Tel: 0207 232 6756 (26756)

Mob: 07595 011458

SouthwarkLicensing@met.police.uk

graham.white4@met.police.uk

From: [REDACTED]
Sent: 18 August 2015 15:23
To: White Graham S - MD; Franklin, David; Swaby, David
Subject: Re: Conciliation re: DIY Space for London Members' Club Ormside St

Hi Graham,

Many thanks indeed for your time on the phone yesterday, your advice was extremely useful.

Further to our discussion, I confirm in writing that we are happy with the terms laid out in the attached, and will ensure an SIA-registered door supervisor is at every event where live or recorded music takes place.

In addition, we plan to install a secure buzzer entry system for all events, to add extra security.

Best Regards,

Bryony

On Tue, Aug 11, 2015 at 5:28 PM, [REDACTED] wrote:

Hi Graham,

Many thanks for your time yesterday and subsequent representation in relation to our application.

We hereby accept all points (CCTV is being installed next week) with a suggested conciliation to point 3.

We planned to employ SIA registered door supervisors to support existing members of door staff (some but not all of whom are already SIA-licensed themselves) during any busier events (mostly weekends) plus any which may run via a TEN and thus go later, for the reasons discussed yesterday around local safety.

As such, I would like to suggest the following change of wording:


3. SIA registered door supervisors to be employed for busier events in order to provide further support in controlling entry to the premises. Members of staff are to supervise the door for the duration of any event when live or recorded music are played in the designated area, to ensure only members and their guests enter the premises and to prioritise the safety of members, guests and staff at the premises.

Reasoning:


We'd have concerns about a license condition requiring SIA reg'd door supervisors for **every** event, as in practice the vast majority of our live music activity at the space will be quite low key, smaller scale (often less than 30 members in attendance, or with limited numbers of specific invited guests etc, some over by 8 or 9pm) so this will not always be appropriate and we would not want to be in breach of license at any point, so flexibility depending on the nature of the event would be useful.

The proposed change, which allows for an amount of discretion around use of additional door staff will enable us to apply our currently limited financial resources effectively, keeping the safety and security of members and their guests paramount.

As you may know, I worked closely with the licensing team and the community Safety Enforcement team at Southwark to develop and deliver the Women's Safety Charter earlier this year, and I also work as a trainer for security teams in large nighttime premises around the country, so I'm very keen that we have adequate security at the space. Indeed, I plan to provide extra training to staff in addition to the 2003 Licensing Act training. As such, I feel that working with SIA-licensed door staff to provide additional support to the existing door supervisors (some of whom will already be SIA registered) on busier events, plus of course any TEN-enabled events, would be sufficient during our early stages. As our calendar becomes busier I plan to review this.

Please do give me a call to discuss if this is unclear, I'm on 

Kindest Regards,


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Swaby, David

From: Turay, Michael
Sent: 20 August 2015 09:50
To: [REDACTED] Franklin, David; Swaby, David; graham.white4@met.police.uk; Regen, Licensing
Cc: Sophie Brown
Subject: Update re: DIY Space for London- Ormside Street Club Premises Certificate

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Michael Turay
 Principal Environmental Protection Officer
 Environmental Protection Team
 Southwark Council | Community Safety & Enforcement | EH&TS | PO Box
 64529 | 3rd floor | Hub 2 | 160 Tooley Street | London | SE1 5LX.
 Tel: 020 7525 7235 | Fax: 0207 525 5705
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Kindest Regards and sincere thanks for your help and guidance on this matter,



DIY Space for London Ltd.

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