

## Licensing Sub-Committee

Tuesday 20 June 2023

10.00 am

Online/Virtual: please contact [andrew.weir@southwark.gov.uk](mailto:andrew.weir@southwark.gov.uk) for a link to the meeting and the instructions for joining the online meeting

### Membership

Councillor Renata Hamvas (Chair)  
Councillor Margy Newens  
Councillor Kath Whittam

### Reserves

Councillor Barrie Hargrove

---

### INFORMATION FOR MEMBERS OF THE PUBLIC

---

#### Access to information

You have the right to request to inspect copies of minutes and reports on this agenda as well as the background documents used in the preparation of these reports.

#### Babysitting/Carers allowances

If you are a resident of the borough and have paid someone to look after your children, an elderly dependant or a dependant with disabilities so that you could attend this meeting, you may claim an allowance from the council. Please collect a claim form at the meeting.

#### Access

The council is committed to making its meetings accessible. Further details on building access, translation, provision of signers etc for this meeting are on the council's web site: [www.southwark.gov.uk](http://www.southwark.gov.uk) or please contact the person below.

#### Contact

Andrew Weir by email: [andrew.weir@southwark.gov.uk](mailto:andrew.weir@southwark.gov.uk)

---

Members of the committee are summoned to attend this meeting

**Althea Loderick**

Chief Executive

Date: 12 June 2023



## Licensing Sub-Committee

Tuesday 20 June 2023  
10.00 am

Online/Virtual: please contact [andrew.weir@southwark.gov.uk](mailto:andrew.weir@southwark.gov.uk) for a link to the meeting and the instructions for joining the online meeting

### Order of Business

Item No.	Title	Page No.
	<b>PART A - OPEN BUSINESS</b>	
1.	<b>APOLOGIES</b>	
	To receive any apologies for absence.	
2.	<b>CONFIRMATION OF VOTING MEMBERS</b>	
	A representative of each political group will confirm the voting members of the committee.	
3.	<b>NOTIFICATION OF ANY ITEMS OF BUSINESS WHICH THE CHAIR DEEMS URGENT</b>	
	In special circumstances, an item of business may be added to an agenda within five clear days of the meeting.	
4.	<b>DISCLOSURE OF INTERESTS AND DISPENSATIONS</b>	
	Members to declare any interests and dispensation in respect of any item of business to be considered at this meeting.	
5.	<b>LICENSING ACT 2003: BASEMENT, EMBASSY TEA HOUSE, 195-205 UNION STREET, LONDON SE1 0LN</b>	1 - 52
	<b>ANY OTHER OPEN BUSINESS AS NOTIFIED AT THE START OF THE MEETING AND ACCEPTED BY THE CHAIR AS URGENT.</b>	

**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: 12 June 2023

# Agenda Item 5

<b>Item No.</b> 5.	<b>Classification:</b> Open	<b>Date:</b> 20 June 2023	<b>Meeting Name:</b> Licensing Sub-Committee
<b>Report Title</b>		Licensing Act 2003: Basement, Embassy Tea House, 195-205 Union Street, London SE1 0LN	
<b>Ward(s) of group(s) affected</b>		Borough and Bankside	
<b>From</b>		Strategic Director of Environment, Neighbourhoods and Growth	

## RECOMMENDATION

1. That the licensing sub-committee considers an application made by Venaglass Haymarket Limited for a premises licence to be granted under the Licensing Act 2003 in respect of the premises known as Basement, Embassy Tea House, 195-205 Union Street, London SE1 0LN.
2. Notes:
  - a) This application forms a new application for a premises licence, submitted under Section 17 of the Licensing Act 2003. The application is subject to representations from three responsible authorities and is therefore referred to the sub-committee for determination.
  - b) Paragraphs 8 to 14 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 15 to 21 of this report deal with the representations submitted in respect of the application. Copies of the responsible authority representations submitted are attached in Appendix B and other persons in Appendix C of this report. A map showing the location of the premises is attached to this report as Appendix D.
  - d) 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 procedure, 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 7 March 2023 Venaglass Haymarket Limited applied for a premises licence to be granted under the Licensing Act 2003 in respect of the premises known as Basement, Embassy Tea House, 195-205 Union Street SE1 0LN. The premises and purpose is described as follows:
  - "Application for a premises licence for licensed venue at basement level in accordance with recently granted planning permission reference 22/AP/2264"
9. The hours applied for are summarised as follows:
  - Plays indoors:
    - Sunday to Wednesday: 10:00 to 23:30
    - Thursday to Saturday: 10:00 to 01:30
  - Films indoors:
    - Sunday to Wednesday: 10:00 to 23:30
    - Thursday to Saturday: 10:00 to 01:30

- Live music indoors:
  - Sunday to Wednesday: 10:00 to 23:30
  - Thursday to Saturday: 10:00 to 01:30
- Recorded music indoors:
  - Sunday to Wednesday: 10:00 to 23:30
  - Thursday to Saturday: 10:00 to 01:30
- Anything of a similar description to that falling within (e), (f) or (g) indoors:
  - Sunday to Wednesday: 10:00 to 23:30
  - Thursday to Saturday: 10:00 to 01:30
- Late night refreshment indoors:
  - Sunday to Wednesday: 23:00 to 23:30
  - Thursday to Saturday: 23:00 to 01:30
- The sale by retail of alcohol (on and off the premises):
  - Sunday to Wednesday: 10:00 to 23:30
  - Thursday to Saturday: 10:00 to 01:30
- Opening hours:
  - Sunday to Wednesday: 07:00 to 00:00
  - Thursday to Saturday: 07:00 to 02:00

10. The application also proposes conditions.

11. The premises licence application form provides the applicant's operating schedule. Parts I, J, K, L, and M of the operating schedule set out the proposed licensable activities, operating hours and operating control measures 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 any licence granted subsequent to the application.

12. A copy of the application is attached to this report in Appendix A.

### **Designated premises supervisor (DPS)**

13. At the time of writing the DPS consent form is incomplete, as such this part of the application is rejected and there is no proposed DPS.

14. A DPS variation can be submitted with the forms correctly filled out.

### **Representations from responsible authorities**

15. There were two representations received from responsible authorities, namely the Metropolitan Police Service and the environmental protection team.

16. The representation submitted by the Metropolitan Police Service states that they object to the granting of this licence in its entirety as the hours requested are beyond the recommended policy hours and the applicant has not provided sufficient information to ensure that the licensing objectives are met for such an operation. The police also comment that the venue is in the cumulative impact zone.
17. The representation submitted by the environmental protection team states that they have concerns about public nuisance to residents. They state that the premises is in the Borough and Bankside cumulative impact area. The representation goes on to suggest that the hours should be reduced by one hour to be in line with the Southwark Council's statement of licensing policy in relation to closing times and with the planning consent. There are also concerns that the operating schedule does not appear to include any proposed measures to control noise escape from the live and recorded music.
18. Both the Police and the EPT have agreed conditions and conciliated with the applicant.
19. The representations can be found in Appendix B and the conciliated conditions in Appendix B1.

### **Representations from other persons**

20. There is one representation from an "other person", a ward councillor for Borough and Bankside.
21. The representation states that the Borough and Bankside ward is in a cumulative impact area because of the alcohol related crime and disorder statistics for the area, and the alcohol related hospital admissions data. Therefore, this application should be refused. The representation also states that the new premises would impact negatively on efforts to prevent crime and disorder, public nuisance and protect public safety.
22. The representation can be found in Appendix C

### **Conciliation**

23. The representations have been sent to the applicant who has attempted conciliation.
24. Both the Police and the EPT have conciliated their representations with additional conditions and withdrawn.
25. At the time of writing the ward councillor has engaged in correspondence with the applicant and has considered the additional conditions from the responsible authorities, however conciliation has not been agreed and the representation still stands.
26. The outstanding issue is the closing time for the premises which the ward councillor asks to be in line with the Southwark statement of licensing policy as:
  - Sunday to Thursday: 00:00
  - Friday and Saturday: 01:00

27. The correspondence between the applicant and the ward councillor are in Appendix C1.

### **Premises licensing history**

28. There is no licensing related history regarding this premises.

### **Temporary event notices**

29. No temporary event notices have been submitted for this premises.

### **Map**

30. A map showing the location of the premises is attached to this report as Appendix D.

31. Licensed premises in the vicinity of the premises are:

#### **Hank and Ginger, 164-180 Ground Floor Cafe, Union Print Business Centre Union Street, London SE1 0GD**

- The sale by retail of alcohol (on the premises):
  - Monday to Sunday: 11:00 to 22:30
- Opening hours:
  - Monday to Sunday: 08:00 to 23:00

#### **Mc & Sons, 160 The Charles Dickens Union Street, London SE1 0LH**

- Late night refreshment – indoors:
  - Friday: 23:00 to 23:30
- The sale by retail of alcohol (on and off the premises):
  - Monday to Thursday: 10:00 to 23:00
  - Friday and Saturday: 10:00 to 00:00
  - Sunday: 12:00 to 22:30
- Opening hours:
  - Monday to Thursday: 10:00 to 23:00
  - Friday and Saturday: 10:00 to 00:00
  - Sunday: 12:00 to 22:30

#### **The Charlotte, 204 Union Street, London SE1 0LX:**

- Recorded music indoors:
  - Sunday to Wednesday: 11:00 to 23:00
  - Thursday to Saturday: 11:00 to 01:00



- The sale by retail of alcohol (on and off the premises):
  - Sunday to Wednesday: 11:00 to 23:00
  - Thursday to Saturday: 11:00 to 01:00
- Opening hours:
  - Sunday to Wednesday: 11:00 to 23:30
  - Thursday to Saturday: 11:00 to 01:30

**The Union Jack Nolia Gallery, 225 Union Jack Union Street, London SE1  
0LR:**

- Films indoors:
  - Monday to Saturday: 08:00 to 01:30
  - Sunday: 12:00 to 00:30
- Live music indoors:
  - Monday to Sunday: 12:00 to 00:00
- Recorded music indoors:
  - Monday to Saturday: 08:00 to 01:00
  - Sunday: 10:00 to 00:00
- Anything of a similar description to that falling within (e), (f) or (g) indoors:
  - Monday to Saturday: 08:00 to 01:00
  - Sunday: 10:00 to 00:00
- Indoor sporting event:
  - Monday to Saturday: 08:00 to 01:00
  - Sunday: 10:00 to 00:00
- Late night refreshment indoors:
  - Monday to Saturday: 23:00 to 01:30
  - Sunday: 23:00 to 00:30
- The sale by retail of alcohol (on and off the premises):
  - Monday to Saturday: 08:00 to 01:00
  - Sunday: 10:00 to 00:30
- Opening hours:
  - Sunday to Wednesday: 07:00 to 00:00
  - Thursday to Saturday: 07:00 to 02:00

## Southwark Council statement of licensing policy

32. Council assembly approved Southwark's statement of licensing policy 2021-2026 on 25 November 2020 and it came into effect on 1 January 2021.
33. Sections of the statement that are considered to be of particular relevance to the sub-committee's consideration are:
  - Section 3 – Purpose and scope of the policy. This reinforces the four licensing objectives and the fundamental principles upon which this authority relies in determining licence applications.
  - Section 5 – Determining applications for premises licenses and club premises certificates. This explains how the policy works and considers issues such as location; high standards of management; and the principles behind condition setting.
  - Section 6 – Local cumulative impact policies. This sets out this authority's approach to cumulative impact and defines the boundaries of the current special policy areas and the classifications of premises to which they apply. To be read in conjunction with Appendix B to the policy.
  - Section 7 – Hours of operation. This provides a guide to the hours of licensed operation that this Authority might consider appropriate by type of premises and (planning) area classification.
  - Section 8 – The prevention of crime and disorder. This provides general guidance on the promotion of the first licensing objective.
  - Section 9 – Public safety. This provides general guidance on the promotion of the second licensing objective.
  - Section 10 – The prevention of nuisance. This provides general guidance on the promotion of the third licensing objective.
  - Section 11 – The protection of children from harm. This provides general guidance on the promotion of the fourth licensing objective.
34. 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.
35. Members should take into consideration both the Southwark statement of licensing policy and the Section 182 Guidance when making decisions. The links for these are below.
  - Southwark policy:  
<https://www.southwark.gov.uk/business/licences/business-premises-licensing/licensing-and-gambling-act-policy>

- Section 182 Guidance:

[Revised Guidance issued under section 182 of the Licensing Act 2003 \(publishing.service.gov.uk\)](https://publishing.service.gov.uk)

### **Cumulative impact area (CIA)**

36. The premises are situated in Borough and Bankside cumulative impact area. The policy applies to the following types of premises:
- Night-clubs, public houses and bars, restaurants and cafes, off-licences, supermarkets and grocers.
37. The premises are situated in the Bankside, Borough, London Bridge Strategic Cultural & Bankside and Borough District Town Centre, according to the council's statement of licensing policy.
38. Under the Southwark statement of licensing policy 2021 - 2026 the following closing times are recommended as appropriate within this area for premises operating as:
- Restaurants and cafes:
    - Sunday to Thursday: 00:00
    - Friday and Saturday: 01:00
  - Public houses, wine bars or other drinking establishments:
    - Sunday to Thursday: 23:00
    - Friday and Saturday: 00:00
  - Nightclubs (with 'sui generis' planning classification):
    - Monday to Thursday: 01:00
    - Friday and Saturday 03:00
    - Sunday: 00:00.

### **Climate change implications**

39. Following council assembly on 14 July 2021, the council is committed to considering the climate change implications of any decisions.
40. Climate change is not a legal factor in the consideration of a grant of a premises license under the current licensing objectives, however members can make enquiries and request an agreement from applicants to promote the reduction of the impact of climate change that may be caused by the operation of the premises.
41. Examples of such an agreement may be:
- Not to use single use plastics, such as disposable plastic glasses, when selling alcohol at the premises.

- Encourage patrons not to drive to venues by providing details of public transport on their webpages/tickets.

42. The council's climate change strategy is available at:

<https://www.southwark.gov.uk/assets/attach/48607/Climate-Change-Strategy-July-2021-.pdf>

## **Community, equalities (including socio-economic) and health impacts**

### **Community impact statement**

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

### **Equalities (including socio-economic) impact statement**

44. This report does not result in a policy decision and each application is required to be considered upon its own individual merits with all relevant matters taken into account. In considering the recommendations of this report, due regard must be given to the public sector equality duty set out in section 149 of the Equality Act 2010. This requires the council to consider all individuals when carrying out its functions.

45. Importantly, the council must have due regard to the need to eliminate discrimination, harassment, victimisation, or other prohibited conduct; advance equality of opportunity and foster good relations between people who have protected characteristics and those who do not. The relevant protected characteristics are age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation. The public sector equality duty also applies to marriage and civil partnership, but only in relation to the need to eliminate discrimination, harassment, victimisation, or other prohibited conduct.

46. The equalities impact statement for licensing decisions is contained within the Southwark statement of licensing Policy 2021 – 2026 at:

<https://www.southwark.gov.uk/business/licences/business-premises-licensing/licensing-and-gambling-act-policy>.

47. The equalities impact assessment is available at:

<https://moderngov.southwark.gov.uk/documents/s92016/Appendix%20F%20-%20Equalities%20Impact%20Assessment.pdf>

### **Health impact statement**

48. Health impacts cannot be considered by law when making decisions under the Licensing Act 2003.

### **Resource implications**

49. A fee of £315.00 has been paid by the applicant in respect of this application being the statutory fee payable for premises within non-domestic rateable value C.

## **Consultation**

50. 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 similar notices were exhibited outside of the premises for a period of 28 consecutive days.

## **SUPPLEMENTARY ADVICE FROM OTHER OFFICERS**

### **Assistant Chief Executive - Governance and Assurance**

51. The sub-committee is asked to determine the application for a premises licence under Section 17 of the Licensing Act 2003.
52. The principles which sub-committee members must apply are set out below.

### **Principles for making the determination**

53. The sub-committee is asked to determine the application for a premises licence under Section 17 of the Licensing Act 2003.
54. The principles which sub-committee members must apply are set out below.
55. The general principle is that applications for premises licence applications 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.
56. 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 interested party or responsible authority
  - Have not been withdrawn
  - Are not, in the opinion of the relevant licensing authority, frivolous or vexatious.
57. If relevant representations are received then the sub-committee must have regard to them, in determining whether it is necessary 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 refuse to specify a person in the licence as the premises supervisor.
  - To reject the application.

## Conditions

58. 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 necessary to do so. Conditions must be necessary 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.
59. The four licensing objectives are:
- The prevention of crime and disorder
  - Public safety
  - The prevention of nuisance
  - The protection of children from harm.
60. 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.
61. Conditions will not be necessary if they duplicate a statutory position. Conditions relating to night café and take away aspect of the license must relate to the night time operation of the premises and must not be used to impose conditions which could not be imposed on day time operators.
62. 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

63. If the sub-committee determines that it is necessary to modify the conditions, or to refuse the application for a premises licence application, it must give reasons for its decision.

## Hearing procedures

64. 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.

65. This matter relates to the determination of an application for a premises licence under Section 17 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**

66. 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.
67. 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.
68. 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.
69. 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, working or engaged in normal activity in the area concerned.

70. 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.
71. The sub-committee can only consider matters within the application that have been raised through representations from other persons and responsible authorities. Interested parties must live in the vicinity of the premises. This will be decided on a case to case basis.
72. 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.
73. 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**

74. Members are required to have regard to the Home Office 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.

### **Strategic Director of Finance and Governance**

75. The head of regulatory services has confirmed that the costs of this process over and above the application fee are borne by the service.

### **BACKGROUND DOCUMENTS**

<b>Background Papers</b>	<b>Held At</b>	<b>Contact</b>
Licensing Act 2003	Southwark Licensing, C/O	Mrs Kirty Read Tel: 020 7525 5748
Home Office Revised Guidance to the Act	Community Safety and Enforcement, 160 Tooley Street, London SE1 2QH	
Secondary Regulations		
Southwark statement of licensing policy		
Case file		



## APPENDICES

Name	Title
Appendix A	Application for a premises licence
Appendix B	Representation from responsible authorities
Appendix B1	Conditions from responsible authorities
Appendix C	Representations from other persons
Appendix C1	Correspondence between other person and applicant
Appendix D	Map of the locality

## AUDIT TRAIL

<b>Lead Officer</b>	Caroline Bruce, Strategic Director of Environment, Neighbourhoods and Growth	
<b>Report Author</b>	David Franklin, Principal Licensing Officer	
<b>Version</b>	Final	
<b>Dated</b>	6 June 2023	
<b>Key Decision?</b>	No	
<b>CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER</b>		
<b>Officer Title</b>	<b>Comments sought</b>	<b>Comments included</b>
Assistant Chief Executive - Governance and Assurance	Yes	Yes
Strategic Director of Finance and Governance	Yes	Yes
<b>Cabinet Member</b>	No	No
<b>Date final report sent to Constitutional Team</b>		9 June 2023

07/03/2023

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

Ref No. 1988427

Name of Applicant

Please enter the name(s) who is applying for a premises licence under section 17 of the Licensing Act 2003 and am making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

Venaglass Haymarket Limited
-----------------------------

## 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. In terms of specific regulated entertainments please note that:
  - Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
  - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
  - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
  - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
  - Live music: no licence permission is required for:
    - o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
    - o a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - o a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
    - o a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - o a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
  - Recorded Music: no licence permission is required for:
    - o any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - o any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - o any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
  - Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
  - Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
    - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
    - o any entertainment taking place on the hospital premises of the health care provider where the

entertainment is provided by or on behalf of the health care provider;

o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and

o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).

4. For example the 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.

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

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

7. 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.

8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.

9. 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 or the presence of gaming machines.

10. Please list here steps you will take to promote all four licensing objectives together.

11. The application form must be signed.

12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.

13. Where there is more than one applicant, each of the applicants or their respective agent must sign the application form.

14. This is the address which we shall use to correspond with you about this application.

15. Entitlement to work/immigration status for individual applicants and applications

from partnerships which are not limited liability partnerships:

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this in one of two ways: 1) by providing with this application copies or scanned copies of the documents listed below (which do not need to be certified), or 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A current Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A current passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.

- A current Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the UK, when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A current passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A current Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A current Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A current Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, less than 6 months old, issued by the Home Office under regulation 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, to a person who is not a national of a

European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.

- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
  
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:
  - o evidence of the applicant's own identity – such as a passport,
  
  - o evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
  
  - o evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
    - (i) working e.g. employment contract, wage slips, letter from the employer,
  
    - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
  
    - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
  
    - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

Original documents must not be sent to licensing authorities. If the document copied is a passport, a copy of the following pages should be provided:

- (i) any page containing the holder's personal details including nationality;
  
- (ii) any page containing the holder's photograph;
  
- (iii) any page containing the holder's signature;

(iv) any page containing the date of expiry; and

(v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

#### Home Office online right to work checking service

As an alternative to providing a copy of the documents listed above, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their 9-digit share code (provided to them upon accessing the service at <https://www.gov.uk/prove-right-to-work>) which, along with the applicant's date of birth (provided within this application), will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be checked online. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copy documents as set out above.

#### Premises Details

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

Non-domestic rateable value of premises in order to see your rateable value [click here](#) (opens in new window)

£	0
	Band D and E only applies to premises which uses exclusively or primarily for the supply of alcohol for consumption on the premises
	No

#### Premises trading name

	Embassy Tea House
--	-------------------

Postal address of premises or, if none, ordnance survey map reference or description

Do you have a Southwark postcode?	Yes
Address Line 1	Basement Embassy Tea House
Address Line 2	195 - 205 Union Street
Town	London
Post code	SE1 0LN
Ordnance survey map reference	
Description of the location	
Telephone number	

## Applicant Details

Please select whether you are applying for a premises licence as

	a person other than an individual (limited company, partnership etc)
--	--

If you are applying as an individual or non-individual please select one of the following:-

	I am carrying on or proposing to carry on a business which involves the use of the  premises for licensable activities
--	---

## Other Applicants

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

Name - First Entry

	Venaglass Haymarket Limited
--	-----------------------------

Address - First Entry

Street number or building name	C/O Sayers Butterworth LLP
Street Description	3rd Floor, 12 Gough Square
Town	London
County	
Post code	EC4A 3DW
Registered number ( where applicable )	09256197



Description of applicant ( for example, partnership, company, unincorporated association etc )	Private Limited Company
--	-------------------------

Contact Details - First Entry

Telephone number	[REDACTED]
Email address	[REDACTED]

Operating Schedule

When do you want the premises licence to start?

--	--

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

--	--

General description of premises ( see guidance note 1 )

	Application for a Premises Licence for licensed venue at basement level in accordance with recently granted planning permission reference 22/AP/2264
--	--

If 5,000 or more people are expected to attend the premises at any one time please use the drop down below to select the number.

	Less than 5000
--	----------------

Note 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 of consumption of these off-supplies of alcohol, you must include a description of where the place will be and its proximity to the premises.

Operating Schedule part 2

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

	(Please see sections 1 and 14 of the Licensing Act 2003 and schedule 1 and 2 of the Licensing Act 2003)
--	---

Provision of regulated entertainment (Please read guidance note 2)

	a) plays
	b) films
	e) live music
	f) recorded music
	h) anything of a similar description to that falling within (e), (f) or (g)

Provision of late night refreshment

	i) Late night refreshment
--	---------------------------

Supply of alcohol

	j) Supply of alcohol
--	----------------------

In all cases please complete boxes K, L and M.

A - Plays

Will the performance of a play take place indoors or outdoors or both? (Please read guidance note 3)

	Indoors
--	---------

Please give further details here (Please read guidance note 4)

	Basement
--	----------

Standard days and timings for Plays (Please read guidance note 7)

Day	Start	Finish
Mon	10:00	23:30
Tues	10:00	23:30
Wed	10:00	23:30
Thur	10:00	01:30
Fri	10:00	01:30
Sat	10:00	01:30
Sun	10:00	23:30

State any seasonal variations for performing plays ( Please read guidance note 5 )

--	--

Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed. ( Please read guidance note 6 )

--	--

3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
4. For example the 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.
5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
7. 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.

B- Films

Will the exhibition of films take place indoors or outdoors or both? ( Please read guidance note 3)

	Indoors
--	---------

Please give further details here ( Please read guidance note 4)

	Basement
--	----------

Standard days and timings for Films ( Please read guidance note 7)

Day	Start	Finish
Mon	10:00	23:30
Tues	10:00	23:30
Wed	10:00	23:30
Thur	10:00	01:30
Fri	10:00	01:30
Sat	10:00	01:30
Sun	10:00	23:30

State any seasonal variations for the exhibition of films ( Please read guidance note 5)

--	--

Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed. ( Please read guidance note 6 )

--	--

3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
4. For example the 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.
5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
7. 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.

E - Live Music

Will the performance of live music take place indoors or outdoors or both? ( Please read guidance note 3)

	Indoors
--	---------

Please give further details here ( Please read guidance note 4)

	Basement
--	----------

Standard days and timings for Live Music ( Please read guidance note 7)

Day	Start	Finish
Mon	10:00	23:30
Tues	10:00	23:30
Wed	10:00	23:30
Thur	10:00	01:30
Fri	10:00	01:30
Sat	10:00	01:30
Sun	10:00	23:30

State any seasonal variations for the performance of live music ( Please read guidance note 5 )

--	--

Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed. ( Please read guidance note 6 )

--	--

3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
4. For example the type of activity to be authorised, if not already stated, and give relevant further details.
5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
7. 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.

F - Recorded Music

Will the playing of recorded music take place indoors or outdoors or both? ( Please read guidance note 3 )

	Indoors
--	---------

Please give further details here ( Please read guidance note 4)

	Basement
--	----------

Standard days and timings for Recorded Music ( Please read guidance note 7 )

Day	Start	Finish
Mon	10:00	23:30
Tues	10:00	23:30
Wed	10:00	23:30
Thur	10:00	01:30
Fri	10:00	01:30
Sat	10:00	01:30
Sun	10:00	23:30

State any seasonal variations for playing recorded music ( Please read guidance note 5)

--	--

Non standard timings. Where you intend to use the premises for the playing of recorded music entertainment at different times to those listed. ( Please read guidance note 6 )

--	--

3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
4. For example the 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.
5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g.

Christmas Eve.

7. 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.

H - Anything of a similar description to that falling within (e), (f) or (g)

Please give a description of the type of entertainment you will be providing

	Anything similar to music and dance
--	-------------------------------------

Will the entertainment take place indoors or outdoors or both? ( Please read guidance note 3)

	Indoors
--	---------

Please give further details here ( Please read guidance note 4 )

	Basement
--	----------

Standard days and timings for Anything of a similar description to that falling within (e), (f) or (g) ( Please read guidance note 7)

Day	Start	Finish
Mon	10:00	23:30
Tues	10:00	23:30
Wed	10:00	23:30
Thur	10:00	01:30
Fri	10:00	01:30
Sat	10:00	01:30
Sun	10:00	23:30

State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) ( Please read guidance note 5)

--	--

Non standard timings. Where you intend to use the premises for the entertainment of similar description to that falling within (e), (f) or (g) at different times to those listed. ( Please read guidance note 6 )

--	--

- 3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
- 4. For example the type of activity to be authorised, if not already stated, and give relevant further details.
- 5. For example (but not exclusively), where the activity will occur on additional days during the summer months.

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

7. 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.

I - Late Night Refreshment

Will the provision of late night refreshment take place indoors or outdoors or both? ( Please read guidance note 3 )

	Indoors
--	---------

Please give further details here ( Please read guidance note 4 )

	Basement
--	----------

Standard days & timings for Late night refreshment (Late night start time is from 23.00, see guidance notes 7)

Day	Start	Finish
Mon	23:00	23:30
Tues	23:00	23:30
Wed	23:00	23:30
Thur	23:00	01:30
Fri	23:00	01:30
Sat	23:00	01:30
Sun	23:00	23:30

State any seasonal variations for the provision of late night refreshment ( Please read guidance note 5 )

--	--

Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed. Please list, ( Please read guidance note 6 )

--	--

3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).

4. For example the 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.

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

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

7. Please give timings in 24 hour clock (e.g. 23:00) and only give details for the days of the week when you

intend the premises to be used for the activity. Start time begins from 23:00

J - Supply of Alcohol

Will the supply of alcohol be for consumption ( Please read guidance note 8)

Both

Standard days and timings for Supply of alcohol ( Please read guidance note 7)

Day	Start	Finish
Mon	10:00	23:30
Tues	10:00	23:30
Wed	10:00	23:30
Thur	10:00	01:30
Fri	10:00	01:30
Sat	10:00	01:30
Sun	10:00	23:30

State any seasonal variations for the supply of alcohol ( Please read guidance 5)

Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed. Please list, ( Please read guidance note 6 )

Please download and then upload the consent form completed by the designated proposed premises supervisor

- 5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
- 6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
- 7. 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.
- 8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.

Premises Supervisor

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



premises supervisor (Please see declaration about the entitlement to work in the check list at the end of the form)

Full name of proposed designated premises supervisor

First names	David
Surname	Rogers [REDACTED]

DOB

Date Of Birth	[REDACTED]
---------------	------------

Address of proposed designated premises supervisor

Street number or Building name	C/O Venaglass Haymarket Limited
Street Description	24 Haymarket
Town	London
County	
Post code	SW1Y 4DG

Personal licence number of proposed designated premises supervisor, if any,

Personal licence number ( if known )	TBC
Issuing authority ( if known )	TBC

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children ( Please read guidance note 9)

	None
--	------

9. 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 or the presence of gaming machines.

L - Hours premises are open to public

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

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

7. 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.

Hours premises are open to the public ( standard timings Please read guidance note 7 )

Day	Start	Finish
Mon	07:00	00:00
Tues	07:00	00:00
Wed	07:00	00:00
Thur	07:00	02:00
Fri	07:00	02:00
Sat	07:00	02:00
Sun	07:00	00:00

State any seasonal variations ( Please read guidance note 5 )

--	--

Non standard timings. Where you intend to use the premises to be open to the public at different times from those listed. Please list, ( Please read guidance note 6 )

--	--

M - Steps to promote four licencing objectives

a) General - all four licensing objectives (b,c,d,e) ( Please read guidance note 10 )

	Please see attached Summary and Proposed Conditions which address the four licensing objectives.
--	--

b) the prevention of crime and disorder

	As above and attached
--	-----------------------

c) public safety

	As above and attached
--	-----------------------

d) the prevention of public nuisance

	As above and attached
--	-----------------------

e) the protection of children from harm

	As above and attached
--	-----------------------

Guidance note 10

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

Please upload a plan of the premises

	Plan-and-Embassy-Tea-House-Conditions-PL-App-Feb-23.pdf
--	---

Please upload any additional information i.e. risk assessments

	[REDACTED]
--	------------

Checklist

	I have enclosed the plan of the premises. I understand that if I do not comply with the above requirements my application will be rejected. I understand that I must now advertise my application (In the local paper within 14 days of applying)
--	---

Home Office Declaration

Please tick to indicate agreement

	<input type="checkbox"/> I am a company or limited liability partnership
--	--

Declaration

[Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership]

I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK.

The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work.

I/We hereby declare the information provided is true and accurate.

I agree to the above statement

	Yes
PaymentDescription	<input type="checkbox"/>
PaymentAmountInM	[REDACTED]

inorUnits	
AuthCode	██████
LicenceReference	██████████
PaymentContactEmail	

Please provide name of applicant (the current premises licence holder) or applicant's solicitor or other duly authorised agent (please read guidance note 12). If completing on behalf of the applicant, please state in what capacity.

Full name	Thomas and Thomas Partners LLP
Date (DD/MM/YYYY)	07/03/2023
Capacity	Solicitors on behalf of the Applicant

Where the premises licence is jointly held, enter the 2nd applicant (the current premises licence holder) or 2nd applicant's solicitor or other authorised agent (guidance note 13). If completing on behalf of the applicant state in what capacity

Full name	
Date (DD/MM/YYYY)	07/03/2023
Capacity	

Contact name (where not previously given) an address for correspondence associated with this application (please read guidance note 14)

Contact name and address for correspondence	Thomas and Thomas Partners LLP 38a Monmouth Street London WC2H 9EP
Telephone No.	██████████
If you prefer us to correspond with you by e-mail, your email address (optional)	████████████████████

#### GUIDANCE NOTES

12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.

13. Where there is more than one applicant, each of the applicants or their respective agents must sign the application form.

14. This is the address which we shall use to correspond with you about this application.

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

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS

DISQUALIFIED.

Once you complete form you will be redirected to payments and won't be able to return back.

The information you provide will be used fairly and lawfully and Southwark Council will not knowingly do anything which may lead to a breach of the Data Protection Act 1998.



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/23/79

**Date:** 22/03/2023

Dear Sir/Madam

**Re: Embassy Tea House basement 195 - 205 Union Street SE1 0LN**

Police are in possession of an application from the above for a New Premises Licence for supply of alcohol on/off sales, Regulated Entertainment and Late Night refreshment. The operating schedule does not provide any explanation as to how the venue wishes to operate. The venue is situated in Borough and Bankside district Town Centre area and is also within the Cumulative Impact Zone. The hours requested are below and exceed those recommend in the Southwark Statement of Licensing Policy:

Hours premises are open to the public  
Sun-Wed-0700hrs-0000hrs  
Thurs-Sat-0700hrs-0200hrs

Plays  
Sun-Wed-1000hrs-2330hrs  
Thurs-Sat-1000hrs-0130hrs

Films  
Sun-Wed-1000hrs-2330hrs  
Thurs-Sat-1000hrs-0130hrs

Live music  
Sun-Wed-1000hrs-2330hrs  
Thurs-Sat-1000hrs-0130hrs

Recorded Music  
Sun-Wed-1000hrs-2330hrs

Thurs-Sat-1000hrs-0130hrs

Late Night Refreshment

Sun-Wed-2300hrs-2330hrs

Thurs-Sat-2300hrs-0130hrs

Supply of Alcohol for sale by retail

Sun-Wed-1000hrs-2330hrs

Thurs-Sat-1000hrs-0130hrs

Police have had some pre consultation with the applicant and they have stated that the venue will operate as a Piano Bar .The recommended closing hours for such a venue are;

Sun-Thurs-2300hrs

Fri-Sat-0000hrs

The premises are also situated in the Borough and Bankside Cumulative impact Zone (CIZ) as designated by Southwark Council. The High Court approval of Cumulative impact policies came in Westminster City Council v Middlesex Crown Court. In brief, it stated 'A licence could be refused on the sole ground that the area was already saturated with licensed premises'

The applicant has provided a number of conditions in order to address the licensing objectives however without further details of the operation we cannot comment on their suitability.

Police object to the granting of this licence in its entirety as the hours requested are beyond the recommended policy hours and the applicant has not provided sufficient information to ensure that the licensing objectives are met for such an operation, it should also be noted that the venue is in the cumulative impact zone . Police welcome the opportunity to progress the application

Submitted for your consideration.

Yours Sincerely

**PC Mark Lynch 2246AS**

Southwark Police Licensing Unit

Tel: 0207 232 6756/6639

## Environmental Protection Representation

---

**From:** Prickett, Mark  
**Sent:** 03 April 2023 12:17  
**To:** Regen, Licensing  
**Subject:** EPT representation - Embassy Tea House 195-205 Union Street, SE1  
**Attachments:** 1988427.pdf; 879758r web plan cb.pdf; 22\_AP\_2264-DECISION\_NOTICE\_-\_COU\_-\_GRANT-3600179.pdf

Dear Licensing,

Southwark's Environmental Protection Team (EPT) have reviewed the new premises licence for the Embassy Tea House 195 - 205 Union Street London SE1 0LN.

Proposed Licensable Activities:

- Plays, Films, Live Music, Recorded Music, Performance of Dance, Anything Similar (all indoors) & Alcohol (on & off sales): Sunday to Wednesday 10:00 – 23:30, Thursday to Saturday 10:00 – 01:30
- Late Night Refreshment: Sunday to Wednesday 23:00 – 23:30, Thursday to Saturday 23:00 – 01:30
- Opening Hours: Sunday to Wednesday 07:00 – 00:00, Thursday to Saturday 07:00 – 02:00

Section M part d) of the application has also been reviewed, which details the measures proposed to address the prevention of public nuisance licensing objective.

- **PLANNING HISTORY**

The site has recently been granted planning permission under application number 22/AP/2264 for: "Change of use for the basement from D1 and A1 to Class E (cafe or restaurant) and/or Sui Generis (including pub, drinking establishment, piano bar-music venue or gymnasium), with kitchen extract plant on the existing roof (5th floor)."

A copy of the decision notice is attached for reference.

Condition 7 of the decision notice restricted the opening hours to the following, with the reasons also provided:

*7. The restaurant/cafe/bar/gymnasium/ piano bar use (sui generis) hereby permitted shall not operate outside of the hours of 07:00 to 00:00hrs Monday-Thursday and Sunday; 07:00 - 01:00 Friday and Saturday.*

*Reason To ensure that the occupiers and users of the proposed development do not suffer a loss of amenity by reason of noise nuisance and other excess noise from activities associated with non-residential premises in accordance with the Southwark Plan 2022 Policy P56 (Protection of amenity); Policy P66 (Reducing noise pollution and enhancing soundscapes), and the National Planning Policy Framework 2021.*

- **EPT STANCE**

The site is within the Borough & Bankside Cumulative Impact Policy Area. The reasoning for the policy area is detailed within section 6 of Southwark's Statement of Licensing Policy 2021-2026.

Table 2 of the Licensing policy also advises of suggested opening times for types of premises within areas of Southwark. It is advised an 'Event premises' within Borough & Bankside should have closing hours of Sunday to Thursday 00:00 & Friday and Saturday 01:00. This is in line with the planning permission condition above.



With regards to the proposed conditions, there does not appear to be any measures proposed to control noise from the live and recorded music, for instance a sound limiter.

EPT make representation against this premises licence application over concerns of public nuisance arising to the closest residential neighbours from the proposed licensable activities sought.

EPT request more measures to address the prevention of public licensing objective. Furthermore EPT also request the opening hours are reduced to 00:30 on Thurs (with licensable activities to 00:00) and to 01:30 on Fri & Sat (licensable activities to 01:00).

Kind regards

**Mark Prickett**  
**Principal Environmental Protection Officer**

Environmental Protection Team

Tel: 020 7525 0023

Postal address: Southwark Council, Environmental Protection Team, Regulatory Services, 3rd Floor Hub 1, PO Box 64529, London, SE1P 5LX

Office address (By appointment only): Southwark Council, 160 Tooley Street, London, SE1 2QH

Air Quality web pages: <http://www.southwark.gov.uk/air-quality>

Construction web pages: <http://www.southwark.gov.uk/construction>

Centre for Low Emission Construction - <http://www.clec.uk/>

**airTEXT** - a free subscription service: daily information on pollution and more, by text, email, voicemail, or mobile phone app; download from:

<http://www.airtext.info/>

**Walk-it** – free London route planner for less polluted, quieter walking and cycling routes. Download the mobile phone app from:

<http://walkit.com/walk/?city=london>

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

---

**From:** [Walter.MinkaAgyeman@met.police.uk](mailto:Walter.MinkaAgyeman@met.police.uk) <[Walter.MinkaAgyeman@met.police.uk](mailto:Walter.MinkaAgyeman@met.police.uk)>  
**Date:** Friday, 19 May 2023 at 10:12  
**To:** [Licensing.Reggen@southwark.gov.uk](mailto:Licensing.Reggen@southwark.gov.uk) <[Licensing.Reggen@southwark.gov.uk](mailto:Licensing.Reggen@southwark.gov.uk)>  
**Cc:** Jack Spiegler [REDACTED] [mark.A.Lynch@met.police.uk](mailto:mark.A.Lynch@met.police.uk)  
<[mark.A.Lynch@met.police.uk](mailto:mark.A.Lynch@met.police.uk)>, [Richard.J.Warran@met.police.uk](mailto:Richard.J.Warran@met.police.uk)  
<[Richard.J.Warran@met.police.uk](mailto:Richard.J.Warran@met.police.uk)>  
**Subject:** Embassy Tea House basement 195 - 205 Union Street SE1 OLN - ref 23/79

Good morning,

In view of the applicant and police agreeing to the conditions below (in red), police would like to withdraw their representation in regards to the granting of the license for the venue, EMBASSY TEA HOUSE BASEMENT, 195-205 UNION STREET, SE1 OLN.

- 1) There shall be no DJ led events held at the venue with the exception of those that are pre-entertainment to pianist, Jazz band or similar live music band, or a DJ playing ambient music
- 2) There shall be no ticketed, named DJ events where regulated entertainment is provided
- 3) A minimum of 1 SIA registered supervisor shall be on duty at the premises from 20:00 hrs until close whenever the sale of alcohol and regulated entertainment take place after 00:00hrs.
- 4) The premises shall risk assess the requirement for any additional SIA at all other times the premises is open to the public
- 5) 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.
- 6) A CCTV system shall be installed and maintained in full working order. The CCTV system will record footage of evidential quality in all lighting conditions and should be able to capture a clear facial image of all persons that enter the venue. All public areas will be covered by the CCTV system including the bar and smoking areas. The premises shall not be open at any time when the CCTV is not operating correctly.
- 7) That there shall be at least one member of staff on duty at all times the premises are in operation who is trained and proficient in the operation of the CCTV system and who is capable of operating and retrieving footage at the request of police, council or other authorised officers.
- 8) An incident book / incident recording system shall be kept at the premises to record details of any of the following occurrences at the premises;
  - a. Violence – Detailing nature of the violence and individuals involved, including names where possible, or a detailed description including clothing
  - b. Instances of anti-social or disorderly behaviour

- c. Calls to the police, London ambulance service or fire brigade – times of the call to be recorded and any reference numbers to be included
  - d. Abuse of staff and / or customers
  - e. Ejections of people from the premises including reasons where applicable
  - f. Visits to the premises by the local authority, police, London ambulance service or fire brigade
  - g. Any malfunction in respect of the CCTV system
  - h. Refused sales of alcohol
  - i. Seizures of drugs at the premises
  - j. Any other relevant incidents
- 9) Patrons shall not use the outside area, with the exception of those wishing to smoke. This area shall be limited to a maximum of 10 persons and this shall be monitored by staff
- 10) No alcohol shall be removed from the premises by patrons in open containers
- 11) There shall be clear signage informing patrons that no alcohol shall be taken outside

Kind regards,

**PC WALTER MINKA AGYEMAN 1264AS**

SOUTHWARK LICENSING TEAM |Southwark Police Station|

305 Borough High Street, SE1 1JH

Airwave: 562481

Email: [p252253@met.pnn.police.uk](mailto:p252253@met.pnn.police.uk)



**METROPOLITAN  
POLICE**

Working together for a safer London

**TERRITORIAL POLICING**

NOTICE - This email and any attachments are solely for the intended recipient and may be confidential. If you have received this email in error, please notify the sender and delete it from your system. Do not use, copy or disclose the information contained in this email or in any attachment without the permission of the sender. Metropolitan Police Service (MPS) communication systems are monitored to the extent permitted by law and any email and/or attachments may be read by monitoring staff. Only specified personnel are authorised to conclude binding agreements on behalf of the MPS by email and no responsibility is accepted for unauthorised agreements reached with other personnel. While reasonable precautions have been taken to ensure no viruses are present in this email, its security and that of any attachments cannot be guaranteed.

**From:** Prickett, Mark <[Mark.Prickett@southwark.gov.uk](mailto:Mark.Prickett@southwark.gov.uk)>  
**Sent:** Wednesday, April 26, 2023 10:48 AM  
**To:** Jack Spiegler [REDACTED]; Regen, Licensing <[Licensing.Regen@southwark.gov.uk](mailto:Licensing.Regen@southwark.gov.uk)>  
**Cc:** Franklin, David <[David.Franklin@SOUTHWARK.GOV.UK](mailto:David.Franklin@SOUTHWARK.GOV.UK)>; Michelle Steward [REDACTED] [mark.A.Lynch@met.police.uk](mailto:mark.A.Lynch@met.police.uk); [Walter.MinkaAgyeman@met.police.uk](mailto:Walter.MinkaAgyeman@met.police.uk)  
**Subject:** RE: New premises consultation Basement Embassy Tea House 195-205 Union Street [VEN.3.1]

Jack,

Thanks for the reply and I can confirm EPT are satisfied with the wording amendment.

Licensing – in light of the below agreed conditions, please be advised that EPT's representation has now been conciliated and is withdrawn.

Kind regards

**Mark Prickett**  
**Principal Environmental Protection Officer**  
 Environmental Protection Team  
 Tel: 020 7525 0023

Postal address: Southwark Council, Environmental Protection Team, Regulatory Services, 3rd Floor Hub 1, PO Box 64529, London, SE1P 5LX  
 Office address (By appointment only): Southwark Council, 160 Tooley Street, London, SE1 2QH

Air Quality web pages: <http://www.southwark.gov.uk/air-quality>  
 Construction web pages: <http://www.southwark.gov.uk/construction>  
 Centre for Low Emission Construction - <http://www.clec.uk/>

**airTEXT** - a free subscription service: daily information on pollution and more, by text, email, voicemail, or mobile phone app; download from: <http://www.airtext.info/>  
**Walk-it** – free London route planner for less polluted, quieter walking and cycling routes. Download the mobile phone app from: <http://walkit.com/walk/?city=london>

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

**From:** Jack Spiegler <[JSpiegler@tandtp.com](mailto:JSpiegler@tandtp.com)>  
**Sent:** Tuesday, April 25, 2023 3:43 PM  
**To:** [mark.A.Lynch@met.police.uk](mailto:mark.A.Lynch@met.police.uk); Prickett, Mark <[Mark.Prickett@southwark.gov.uk](mailto:Mark.Prickett@southwark.gov.uk)>; [Walter.MinkaAgyeman@met.police.uk](mailto:Walter.MinkaAgyeman@met.police.uk)  
**Cc:** Franklin, David <[David.Franklin@SOUTHWARK.GOV.UK](mailto:David.Franklin@SOUTHWARK.GOV.UK)>; Michelle Steward <[msteward@tandtp.com](mailto:msteward@tandtp.com)>  
**Subject:** Re: New premises consultation Basement Embassy Tea House 195-205 Union Street [VEN.3.1]

Dear Mark, Mark and Walter

Thanks again for your time last week. Please accept my apologies for the slight delay on this. I have now taken instructions.

I confirm that the applicant can agree Mark P's conditions in their entirety, subject to a slight tweak to condition 1 as below:

1. A sound limiting device shall be installed, set and maintained, to control maximum levels of amplified sound inside the premises so as to ensure entertainment noise from the premises does not cause a public nuisance in the vicinity of the premises, and in particular is not audible inside any nearby noise sensitive premises **at a level that causes a nuisance**.
2. Clearly legible signage will be prominently displayed 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 neighbours.
3. Clearly legible signage will be prominently displayed at all patron exits, where it can easily be seen and read, requesting to the effect that patrons do not take drinks outside.
4. A comprehensive Dispersal Policy shall be produced and implemented at the premises, with all staff trained on the most recent iteration of the policy. A record of staff training on the Dispersal Policy shall be kept at the premises and a copy of the policy and training records be made available to the council or police on request.
5. A comprehensive Noise Management Plan shall be produced and implemented at the premises, with all staff trained on the most recent iteration of the plan. A record of staff training on shall be kept at the premises and a copy of the plan and training records be made available to the council or police on request.

In addition, the applicant proposes the following conditions to address the points raised by Mark L:

1. There shall be no third party and externally promoted DJ or recorded music events at the premises unless agreed with the police in advance.
2. A minimum of 1 SIA registered supervisor shall be on duty at the premises from 20:00 hrs until close whenever regulated entertainment and the sale of alcohol are provided after 00:00hrs.

I hope this helps

Kind regards

Jack

**Jack Spiegler**  
**Partner**

Thomas & Thomas Partners LLP  
38a Monmouth Street  
London WC2H 9EP

**From:** Watson, Cllr David <CllrDavid.Watson@southwark.gov.uk>

**Sent:** Friday, March 10, 2023 5:52 PM

**To:** Regen, Licensing <Licensing.Regen@southwark.gov.uk>; [REDACTED]

[REDACTED]; Franklin, David

<David.Franklin@SOUTHWARK.GOV.UK>; [REDACTED]

[REDACTED]

**Subject:** RE: New premises consultation Basement Embassy Tea House 195-205 Union Street

Dear licensing team,

I wish to object to this license.

Borough and Bankside ward is in a cumulative impact policy area because of the alcohol related crime and disorder statistics for the area, and the alcohol related hospital admissions data. Therefore, this application should be refused. The new premises would impact negatively on efforts to prevent crime and disorder, public nuisance and protect public safety.

Many thanks,

David

Councillor David Watson

Liberal Democrat Councillor for Borough & Bankside Ward

Twitter: [REDACTED]

■

## VENAGLASS HAYMARKET LIMITED

24 HAYMARKET  
LONDON  
SW1Y 4DG

Tel: [REDACTED]  
Email: [REDACTED]

Councillor David Watson

22 May 2023

London Borough of Southwark  
160 Tooley Street  
London SE1 2QH

By email: [David.Watson@southwark.gov.uk](mailto:David.Watson@southwark.gov.uk)

Dear Councillor Watson

**Embassy Tea House 195 - 205 Union Street London SE1 0LN – Licence Application**

Southwark Council Licensing Authority have provided me with a copy of your representation in respect of our premises licence application. Thank you for taking the time to comment on our proposals. I would be most grateful for your consideration of this letter, which I hope will help to address the concerns that you have raised.

Concerning our company, Venaglass is a family-owned investment company that primarily invests in commercial property in Central London. We are not property traders looking for short term “angles” but are long term investors that purchase properties to generate an income stream. We have owned Embassy Tea House for over 30 years and we have spent time and resources thoughtfully renovating the building to bring it back to life as a premium flexible office space in your ward. It has proved very popular with established and fledgling companies looking to run their businesses from this part of Southwark. We retain a long-term ownership interest in the building and remain committed to its future. In addition, we also own the adjacent 70,000 sqft office building, Harling House, which extends to the rear of Embassy Tea House and which contains a Gordon Ramsey restaurant.

The basement of the premises has remained vacant for some time. The Planning Authority has granted a flexible permission, including drinking establishment or piano bar-music venue use. We decided to proactively apply for a conditioned premises licence to help us attract a high calibre tenant that would operate harmoniously alongside our other tenants within the building and members of the local community. Any potential tenant has to complement the high-class offices above and will be extremely carefully vetted to ensure that they will operate professionally and without causing any nuisance to our tenants upstairs or in the adjoining building which are both significantly more important income streams for Venaglass than the basement. I hope that this provides some extra reassurance for you.

I had an extremely helpful site meeting with Environmental Protection Team officer and Police licensing to discuss the proposals. The meeting resulted in comprehensive additional conditions being

agreed. Please find enclosed document summarising the conditions originally proposed with the application, together with conditions agreed with the responsible authorities. All of these conditions are aimed at ensuring the basement is operated responsibly in the local community and promotes the Licensing Objectives.

As a result of the agreement with officers, they have both withdrawn their representations. There are no individual representations from local residents. This means that your representation is the sole outstanding objection and I understand that therefore the application must now proceed to a Licensing Sub-Committee hearing in light of your objection. However, if you are reassured by this letter, I would be grateful if you could also withdraw your representation. Alternatively, if you still have any outstanding concerns or queries I would be delighted to discuss them with you.

Thank you very much indeed for your consideration of this letter.

Yours sincerely



David Rogers

Encl. Licence Conditions

Copy: [David.Franklin@SOUTHWARK.GOV.UK](mailto:David.Franklin@SOUTHWARK.GOV.UK)



## Application for a Premises Licence

Basement Embassy Tea House 195 - 205 Union Street London SE1 0LN

### Applicant Proposed Conditions (as amended following agreement with Police and EPT):

1. ~~That a digital hard drive CCTV system shall be installed at the premises, shall be maintained in full working order and shall be continually recording at all times that the premises are in use. The CCTV system must be capable of capturing a clear facial image of every person who enters the premises.~~ [Replaced with Police CCTV conditions 28 - 29 below](#)
2. ~~The CCTV system shall be correctly time and date stamped. The CCTV system shall cover all interior and exterior areas of the premises, including the frontage of the premises, and shall collect clearly defined / focused footage.~~ [Replaced with Police CCTV conditions 28 - 29 below](#)
3. ~~That all CCTV footage shall be kept for a period of thirty one 31 days and shall be made immediately available to council and / or police officers on request.~~ [Replaced with Police CCTV conditions 28 - 29 below](#)
4. ~~That a member of staff shall be on duty at all times that the premises are in use who is trained in the use of the CCTV system and who is able to view, and download to a removable device, CCTV footage at the immediate request of police and / or council officers.~~ [Replaced with Police CCTV conditions 28 - 19 below](#)
5. That all staff shall be trained in their responsibilities under the Licensing Act 2003, the promotion of the licensing objectives and the terms and conditions of this licence. Records pertaining to such training shall be kept at the premises, shall be updated every 6 months and shall be made immediately available police and / or council officers on request. The training records shall include the trainee's name (in block capitals), the trainer's name (in block capitals), the signature of the trainee, the signature of the trainer, the date(s) of training and a declaration that the training has been received and understood. [Replaced with Police training condition 27 below](#)
6. That an incident log book / incident recording system shall be kept at the premises to record details of any of the following occurrences at the premises:
  - a. Instances of anti-social or disorderly behaviour
  - b. Calls to the police
  - c. Any complaints received
  - d. Ejections of people from the premises
  - e. Visits to the premises by the local authority, police or fire brigade
  - f. Any malfunction in respect of the CCTV system
  - g. All crimes reported
  - h. Any other relevant incidents

[Replaced with Police incident recording condition 30 below](#)
7. The incident book / incident recording system shall record the time, date, location and description of each incident, the printed and, if possible, signed name of the person reporting the incident and any action taken in respect of the incident. The incident book / incident recording system

shall be available / be accessible at the premises at all times that the premises are in use and shall be made available to council and / or police officers on request.

8. That clearly legible signage shall be prominently displayed where it can easily be seen and read by customers, at all exits from the premises and in any external areas of the premises requesting to the effect that customers leave the premises and locale in a quiet and orderly manner with respect to local residents. Such signage shall be kept free from obstructions at all times.
9. That staff shall be instructed to arrive at, leave and conduct themselves at the premises in a quiet and orderly manner at all times with particular care taken when staff close the site at the end of trade on each day. Such instruction shall be included in any written staff training / induction material.
10. That statutory or public nuisance of any kind shall not arise from the premises at any times that the premises are in use.
11. That any litter caused by the operation of the premises shall be cleared away from the immediate vicinity of the premises periodically throughout operating hours, and at the end of trade, on each day that the premises are in operation.
12. That waste and recycling shall only be emptied into external waste or recycling receptacles between 07:00 hours and 23:00 hours. At all other times waste or recycling shall be kept at the premises until it is ready for collection.
13. That a zero tolerance policy to illegal drug use will be implemented and maintained at the premises. All staff shall be trained in respect of the premises' drug policy and details of the training shall be kept in the staff training records.
14. That clearly legible notices will be prominently displayed where they can easily be seen and read by customers at the premises bar area and in the premises' toilets stating the premises' drugs policy (zero tolerance). Such signage shall be kept free from obstructions at all times.
15. That staff shall regularly monitor the premises' toilets on each day that the premises are in operation to ensure that they are in a clean and sanitary condition and that no prohibited and / or illegal activities are taking place in the toilets. Records of such checks shall be kept at the premises and made available to council and / or police officers immediately on request.
16. That on sales of alcohol shall cease a minimum of 30 minutes before the premises' closing time on each day to allow for 'drinking up time'.
17. That any 'off sales' of alcohol shall be provided in sealed containers to be taken away from the premises, except for authorised areas for external seating.
18. ~~That clearly legible signage shall be prominently displayed where it can easily be seen and read by customers at all exits requesting to the effect that customers do not consume alcoholic drinks bought at the premises in the vicinity of the premises. Such signage shall be kept free from obstructions at all times.~~ [Replaced with Police signage condition 33 and EPT signage condition 35 below](#)

19. The premises shall operate an age check 'Challenge 25' policy whereby customers purchasing alcohol who look or appear to be under 25 years of age will be asked for an approved form of proof of age to verify their age. Approved forms shall include a driving licence, passport or a PASS approved proof of age card such as the Southwark Proof of Age (SPA) card.
20. All staff involved in the sale of alcohol shall be trained in the age check 'Challenge 25' policy. A record of their training, including the dates that each member of staff is trained, shall be available for inspection at the premises on request by the Council's authorised officers or the Police.
21. Age check or 'Challenge 25' signage shall be displayed at the premises to inform customers that an age check 'Challenge 25' policy applies and proof of age may be required
22. A register of refused sales of alcohol shall be maintained in order to demonstrate effective operation of the policy. The register shall be available for inspection at the premises on request by Council authorised officers or the Police.

**Additional Conditions Agreed with Police:**

23. There shall be no DJ led events held at the venue with the exception of those that are pre-entertainment to pianist, Jazz band or similar live music band, or a DJ playing ambient music.
24. There shall be no ticketed, named DJ events where regulated entertainment is provided.
25. A minimum of 1 SIA registered supervisor shall be on duty at the premises from 20:00 hrs until close whenever the sale of alcohol and regulated entertainment take place after 00:00hrs.
26. The premises shall risk assess the requirement for any additional SIA at all other times the premises is open to the public.
27. 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.
28. A CCTV system shall be installed and maintained in full working order. The CCTV system will record footage of evidential quality in all lighting conditions and should be able to capture a clear facial image of all persons that enter the venue. All public areas will be covered by the CCTV system including the bar and smoking areas. The premises shall not be open at any time when the CCTV is not operating correctly.
29. That there shall be at least one member of staff on duty at all times the premises are in operation who is trained and proficient in the operation of the CCTV system and who is capable of operating and retrieving footage at the request of police, council or other authorised officers.
30. An incident book / incident recording system shall be kept at the premises to record details of any of the following occurrences at the premises;

- a. Violence – Detailing nature of the violence and individuals involved, including names where possible, or a detailed description including clothing
  - b. Instances of anti-social or disorderly behaviour
  - c. Calls to the police, London ambulance service or fire brigade – times of the call to be recorded and any reference numbers to be included
  - d. Abuse of staff and / or customers
  - e. Ejections of people from the premises including reasons where applicable
  - f. Visits to the premises by the local authority, police, London ambulance service or fire brigade
  - g. Any malfunction in respect of the CCTV system
  - h. Refused sales of alcohol
  - i. Seizures of drugs at the premises
  - j. Any other relevant incidents
31. Patrons shall not use the outside area, with the exception of those wishing to smoke. This area shall be limited to a maximum of 10 persons and this shall be monitored by staff.
32. No alcohol shall be removed from the premises by patrons in open containers.
33. There shall be clear signage informing patrons that no alcohol shall be taken outside.

#### **Additional Conditions Agreed with Environmental Protection Team**

34. A sound limiting device shall be installed, set and maintained, to control maximum levels of amplified sound inside the premises so as to ensure entertainment noise from the premises does not cause a public nuisance in the vicinity of the premises, and in particular is not audible inside any nearby noise sensitive premises at a level that causes a nuisance.
35. Clearly legible signage will be prominently displayed 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 neighbours.
36. Clearly legible signage will be prominently displayed at all patron exits, where it can easily be seen and read, requesting to the effect that patrons do not take drinks outside.
37. A comprehensive Dispersal Policy shall be produced and implemented at the premises, with all staff trained on the most recent iteration of the policy. A record of staff training on the Dispersal Policy shall be kept at the premises and a copy of the policy and training records be made available to the council or police on request.
38. A comprehensive Noise Management Plan shall be produced and implemented at the premises, with all staff trained on the most recent iteration of the plan. A record of staff training on shall be kept at the premises and a copy of the plan and training records be made available to the council or police on request.

**From:** Watson, Cllr David <[CllrDavid.Watson@southwark.gov.uk](mailto:CllrDavid.Watson@southwark.gov.uk)>  
**Sent:** Friday, May 26, 2023 9:26 AM  
**To:** David Rogers <[david.rogers@venaglass.co.uk](mailto:david.rogers@venaglass.co.uk)>  
**Cc:** Franklin, David <[David.Franklin@SOUTHWARK.GOV.UK](mailto:David.Franklin@SOUTHWARK.GOV.UK)>  
**Subject:** RE: Embassy Tea House, 195-205 Union Street, London SE1 - Licence Application

Dear David,

Thanks for your email. My objection is to the hours proposed running until 2am on three nights per week.

This is contrary to Council policy, which suggest the following:

Sunday – Thursday:	00:00
Friday – Saturday:	01:00

--

I would be happy to withdraw my objection if you would amend the hours so they are in line with Council policy.

Best wishes,

David

Councillor David Watson  
Liberal Democrat Councillor for Borough & Bankside Ward  
Twitter: [@DavidWatsonLD](https://twitter.com/DavidWatsonLD)

**From:** David Rogers

**Sent:** Monday, May 22, 2023 5:32 PM

**To:** [David.Watson@southwark.gov.uk](mailto:David.Watson@southwark.gov.uk)

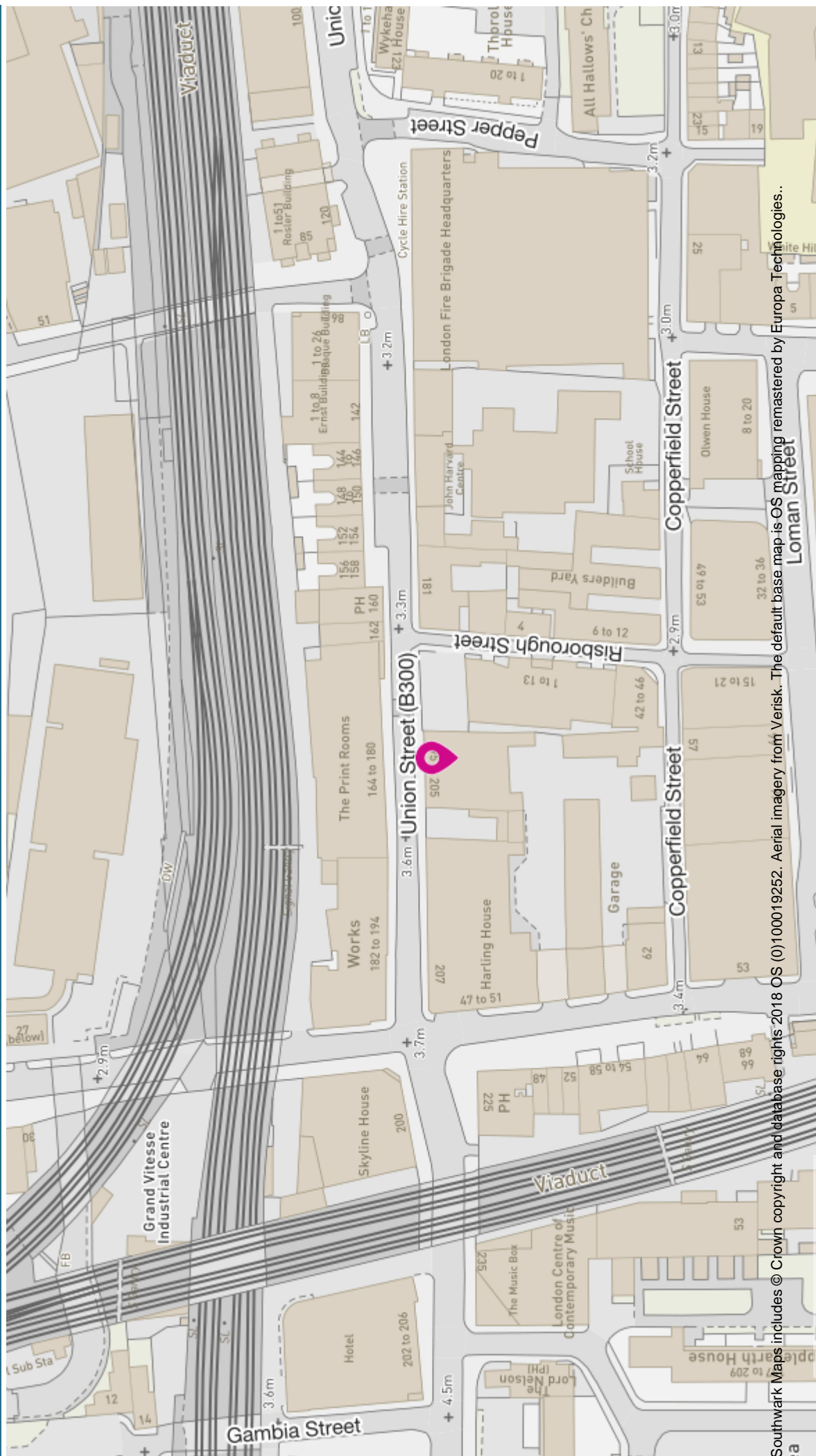
**Cc:** [David.Franklin@SOUTHWARK.GOV.UK](mailto:David.Franklin@SOUTHWARK.GOV.UK)

**Subject:** Embassy Tea House, 195-205 Union Street, London SE1 - Licence Application

Councillor Watson,

Please see the attached letter.

Kind regards  
David Rogers



Southwark Maps includes © Crown copyright and database rights 2018 OS (0)100019252. Aerial imagery from Verisk. The default base map is OS mapping remastered by Europa Technologies...

50 m



17 Apr-2023

**LICENSING SUB-COMMITTEE DISTRIBUTION LIST (OPEN) MUNICIPAL YEAR 2023-24**

**NOTE:** Original held by Constitutional Team; all amendments/queries to Andrew Weir - Tel: 020 7525 7222

Name	No of copies	Name	No of copies
<b>Members</b>		<b>Officers (by email only)</b>	
Councillor Renata Hamvas	1	Debra Allday, legal team	
Councillor Margy Newens	1	Toyin Calfos, legal team	
Councillor Kath Whittam	1	Charlotte Precious, legal team	
		Andrew Heron, licensing team	
		David Franklin, licensing team	
<b>Reserve</b>			
Councillor Barrie Hargrove	1	Andrew Weir, constitutional team	
<b>Other Councillors</b>			
Councillor David Watson	By email	<b>Total printed copies: 4</b>	
		<b>Dated: 12 June 2023</b>	