

VENAGLASS HAYMARKET LIMITED

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Councillor David Watson

22 May 2023

London Borough of Southwark
160 Tooley Street
London SE1 2QH

By email: 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.

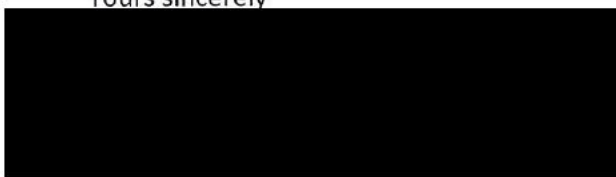
I had an extremely helpful site meeting with Environmental Protection Team officer and Police licensing to discuss the proposals. The meeting resulted in comprehensive additional conditions being

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

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>

Sent: Friday, May 26, 2023 9:26 AM

To: David Rogers <david.rogers@venaglass.co.uk>

Cc: Franklin, David <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

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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

Cc: 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