

<b>Item No.</b> 6.	<b>Classification:</b> Open	<b>Date:</b> 21 April 2016	<b>Meeting Name:</b> Licensing Sub-Committee
<b>Report title:</b>		Licensing Act 2003: Club 701, 516 Old Kent Road, London, SE1 5BA	
<b>Ward(s) or groups affected:</b>		East Walworth	
<b>From:</b>		Strategic Director of Environment and Leisure	

## RECOMMENDATION

1. That the licensing sub-committee considers an application made by Erico Entertainment Limited for a premises licence to be granted under the Licensing Act 2003 in respect of the premises known as Club 701, 516 Old Kent Road, London, SE1 5BA.
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 responsible authorities and is therefore referred to the sub-committee for determination.
  - b) Paragraphs 8 to 13 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 14 to 19 of this report deals with the representations received to the application. Copies of the representations submitted by responsible authorities, and related correspondence, are attached to this report in Appendix B. A map showing the location of the premises is attached to this report as Appendix C.
  - 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 regulations, has been circulated to all parties to the meeting.

## BACKGROUND INFORMATION

### The Licensing Act 2003

3. The Licensing Act 2003 provides a licensing regime for:
  - The sale of and supply of alcohol
  - The provision of regulated entertainment
  - The provision of late night refreshment.
4. Within Southwark, the licensing responsibility is wholly administered by this council.

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

## **KEY ISSUES FOR CONSIDERATION**

### **The premises licence application**

8. On 19 February 2016 Erico Entertainment Limited applied to this council for the grant of a new premises licence in respect of the Club 701, 516 Old Kent Road, London, SE1 5BA.
9. The application proposes to licence the ground floor only and is summarised as follows:

To allow the provision of films, live music, recorded music, performances of dance and anything similar to live music, recorded music, performances of dance to take place indoors only -

- Wednesday to Sunday between 22:00 and 05:00 the following day
- Unspecified seasonal variations in respect of Bank Holiday Monday's, Christmas Eve, Christmas Day, New Year's Eve and New Year's Day.

To allow the provision of late night refreshment to take place indoors only –

- Wednesday to Sunday between 23:00 and 05:00 the following day
- Unspecified seasonal variations in respect of Bank Holiday Monday's, Christmas Eve, Christmas Day, New Year's Eve and New Year's Day.

To allow the supply of alcohol for consumption on the premises –

- Wednesday to Sunday between 22:00 and 04:00 the following day.

Opening hours -

- Wednesday to Sunday between 22:00 and 05:00 the following day.
- Non-standard opening timings of 23:00 to 05:30 the following day in respect of Bank Holiday Monday's, Christmas Eve, Christmas Day, New Year's Eve and New Year's Day.

10. N.B. The application was not completed correctly. The director of the applicant company, Mr Eric Doe has confirmed the following via telephone conversation and email:

- The provision of plays is not sought in the application, as is erroneously indicated on page 4 of the application.
- That as indicated on page 9 of the application (but not indicated on elsewhere in the application as required), the application seeks to allow for the provision of anything similar to live music, recorded music and performances between 22:00 and 05:00 the following day.
- The application seeks non-standard timings in respect of the hours that the premises are to be open and all licensable activities, except the supply of alcohol, as follows: Bank Holiday Monday's, Christmas Eve, Christmas Day, New Year's Eve and New Year's Day between 23:00 and 05:30 the following day
- That no seasonal variations are sought in respect of late night refreshment
- The control measures stated in the documents titled 'Operational Policies for Club 701' and 'Licensing Proposal for Club 701', which were submitted with the application, are part of the application and are to form the basis of conditions to be included in any licence granted subsequent to the application.

11. Documents titled 'Operational Policies for Club 701' and 'Licensing Proposal for Club 701' were submitted with this application and form part of the application. The control measures stated in the documents are to form the basis of conditions to be included in any licence granted subsequent to the application. The documents are attached to this report in Appendix A.

12. The premises licence application form provides the applicant's operating schedule. Parts B, E, F, G, H, I, J, K, L, and M of the operating schedule, the amendments stated in paragraph 10 above and the control measures stated in the documents titled 'Operational Policies for Club 701' and 'Licensing Proposal for Club 701' which were submitted with the application 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 and the control measures stated in the documents titled 'Operational Policies for Club 701' and 'Licensing Proposal for Club 701' will form the basis of conditions that will be attached any licence granted subsequent to the application. A copy of the application and the documents titled 'Operational Policies

for Club 701' and 'Licensing Proposal for Club 701' as submitted with the application are attached to this report in appendix A.

### **Designated premises supervisor**

13. The proposed designated premises supervisor (DPS) is Alfred Mansaray who holds a personal licence issued by Lewisham Council.

### **Representations from responsible authorities**

14. Representations were submitted by the Metropolitan Police Service (MPS), this council's environmental protection team (EPT), this council's director of public health (PH) and this council's licensing service.
15. The MPS's representation notes that the finish time applied for in respect of licensable activities and the premises closing time is later than that suggested in this council's statement of licensing policy for licensed premises within residential areas. The representation also notes that the policy suggests that nightclubs should not operate in residential areas. According to the statement of licensing policy the premises are located within a residential area. According to the application the premises are to be operated as a night club. While the MPS also note that the premises have a long history of having been operated as a nightclub, they do not feel that the applicant has provided 'exceptional reasons' as to why the sub-committee should deviate from guidance provided in the council's statement of licensing policy. The MPS have provided a list of conditions which the MPS recommend should be included in the licence, should the sub-committee grant a licence subsequent to the hearing to determine the application. A copy of the MPS' representation is attached to this report in Appendix B. The conditions suggested by the MPS are as follows:
  - The premises will install a CCTV system and maintain this system in good working order, the system will be 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 including the bar and smoking areas. That all CCTV footage shall be kept for a period of thirty one (31) days and shall, upon request, be made immediately available for inspection to officers of the police and the council.
  - There shall be at least one member of staff on duty at all times the premises are in operation under its licence trained and proficient in the operation of the CCTV system capable of operating and retrieving footage on request of the police or other authorised officer.
  - The premises will employ a minimum of 6 SIA registered door supervisors, one of whom shall be female. They will be employed each night the premises are in operation under the premises licence and will be on duty to receive patrons at the stated opening time of 22:00. At least two will be provided with and will use electronic search wands in respect of the search of all persons who wish to enter the premises. This includes all DJ's and associated staff and their equipment.
  - The premises shall require any regular and external promoters or any other third parties hiring the premises to complete the 'Venue Hire Agreement' provided by Southwark Police licensing unit and, once completed, you shall ensure that a copy of the agreement is provided to the central licensing unit as detailed on the form 696 and the local police licensing unit a minimum of fourteen days prior to the date of hire.

- That a personal licence holder is on the premises and on duty at all times after 22:00 when intoxicating liquor is supplied.
- An ID scanning system to the reasonable satisfaction of police be installed and maintained at the premises. The system should be capable of sharing information about banned customers with other venues, identify the hologram of an ID and read both passports and ID cards, able to identify fake or forged ID documents to a reasonable standard. The system will be in operation at all times after 22:00 when the premises are in operation under the premises licence and will be used to record the details of all persons entering the premises including staff, members of the public, performers and their assistants. Entry to the premises will not be permitted without the production of the relevant ID document and or the person's details are already stored on the system and they are identified using a biometric identification system.
- At all times the premises is in operation under the premises licence there will be at least one member of staff trained to a satisfactory standard able to operate the ID scan system and able to retrieve data from the system on request of the Police or other authorised officer.
- That all staff concerned in the sale or supply of intoxicating liquor undergoes a recognised training scheme for such duties. Records of such training should be kept and made available for inspection, on request by police or other authorised officer.
- The internal security door opening into the Old Kent Road will be fitted with an automatic security light and sound cut out device which will operate if the door is opened.
- That no beverages will be consumed in the smoking area, patrons will be encouraged to leave this area as soon as practicable. At least one member of SIA staff will be situated in the smoking area at all times the premises are in operation under the premise licence.
- All beverages will be served in plastic/polycarbonate receptacles, no glasses or bottles will be permitted in the public areas of the venue.
- There will be no new entry or re entry to the premises after 02:00 on each night the premises are open to the public.
- That all incidents of violence and or disorder that result in an injury to another will be reported to the police as soon as practicable. The reasoning behind any delayed report will be recorder in the incident report book. This report book will be made available for inspection by any authorised officer from the police or local authority.

N.B. While this council's statement of licensing policy suggests operating hours for various types of premises in various types of area as defined in the policy, it does not states that 'exceptional reasons' must be provided to allow deviation from the suggested operating hours. When considering an application the sub-committee must fully take into account the statement of licensing policy, but the application must also be judged on its own merit.

16. The EPT representation seeks clarification of the application and confirmation as to whether the control measures set out in the documents submitted with the

application were intended to be offered as conditions to be included in any licence issued subsequent to the application. The EPT representation further states that “the applicant has not included any thorough details on how noise and nuisance will be fully controlled from internal and external activities proposed. As such EPT do not at present have confidence that this premises will not cause public nuisance and as such EPT make representation against this application. EPT will review the application again when further information has been submitted.” The applicant provided a response to the EPT representation. The applicant’s response states further control measures in respect of the four licensing objectives. At the time of the writing of this report the EPT’s representation remains outstanding and so must be considered by the sub-committee. At the hearing the sub-committee will be updated as to any further developments in respect of the EPT’s representation. A copy of the EPT’s representation and the reply to it from the applicant are attached to this report in Appendix B.

17. PH’s representation notes that the finish time applied for in respect of licensable activities and the premises closing time is later than that suggested in this council’s statement of licensing policy for licensed premises within residential areas. PH’s representation also notes that the policy suggests that nightclubs should not operate in residential areas. According to the statement of licensing policy the premises are located within a residential area. According to the application the premises are to be operated as a night club. PH further note that the statement of licensing policy recommends that licensed premises in residential areas close at 23:00 daily, and PH state that they support this recommendation. PH state that “research shows that longer hours of alcohol sales are associated with an increase in alcohol-related harm.” In respect of the prevention of crime and disorder, the prevention of public nuisance and the protection of public safety licensing objectives PH recommend that the application be rejected. A copy of PH’s representation is attached to this report in Appendix B.
18. The licensing service’s representation notes that the finish time applied for in respect of licensable activities and the premises closing time is later than that suggested in this council’s statement of licensing policy for licensed premises within residential areas. The licensing service’s representation also notes that the policy suggests that nightclubs should not operate in residential areas. According to the statement of licensing policy the premises are located within a residential area. According to the application the premises are to be operated as a night club. The licensing service also notes that the premises has previously been subject to three licence reviews, the last of which resulted in the revocation of the premises licence previously granted in respect of the premises. The licensing service seek assurances that the previous licensee would have no control over the premises and that all of the control measures in the document titled ‘Operational Policies for Club 701’ shall be included in any licence granted in respect of the premises, subsequent to the application. The licensing service’s representation is submitted in respect of the prevention of crime and disorder, prevention of public nuisance, protection of children from harm and protection of public safety licensing objectives. A copy of the licensing service’s representation is attached to this report in Appendix B.

N.B. There is no indication or evidence that the applicant has any connection with the previous licensee, or the operation of the premises in the past and the licensing service have not indicated that there is any connection between the applicant and the previous management / operation of the premises. Although three reviews were submitted in respect of the premises licence previously issued in respect of the premises this application must be judged on its own merits.

## **Representations from other persons**

19. No representations were submitted by other persons.

## **Conciliation**

20. The applicant was sent the representations submitted and advised to address the concerns within the representations. The applicant provided a response to the EPT's representation only. At the time of the writing of this report all the representations submitted remain outstanding and must therefore be considered by the sub-committee.

## **Premises history**

21. A licence in respect of the premises was held under the Licensing Act 1964. This licence was converted to a premises licence under 'grandfather rights' on 3 October 2005. This licence was held by Appleton Ltd.
22. On 26 March 2007 a new premises licence was applied for by Megamusic Entertainment Ltd. The licence was granted on 18 May 2007.
23. On 14 July 2008 a new licence was applied for by Megamusic Entertainment Ltd in respect of the first floor of the premises only. The licence was granted on 28 November 2008.
24. On 19 August 2009 an application to vary the premises licence to include the ground floor of the premises only was submitted. An amended licence was issued on 19 January 2010 thus separating the administration of the ground floor of the premises (to which this report relates) and the first floor of the premises (which is now operated as an entirely separate venue with separate management) in respect of licensing.
25. On 1 August 2012 an application for a new premises licence was applied for by Sky Vibes Ltd in respect of the ground floor of the premises only. The licence was granted on 5 September 2012.
26. On 8 April 2014 an application for an expedited review the premises licence was submitted by the police. An interim review hearing took place on 10 April 2014 and interim conditions were added to the licence. A full review hearing took place on 2 May 2014 and the interim conditions were added to the licence permanently.
27. On 7 October 2014 an application was submitted with immediate effect to transfer the licence to My Tribe Ltd. The licence was granted on 7 October 2014.
28. On 15 October 2014 an application for an expedited review the premises licence was submitted by the police. An interim review hearing took place on 17 October 2014 and interim conditions were added to the licence. A full review hearing took place on 10 November 2014 and the interim conditions were added to the licence permanently.
29. On 26 November 2014 an application for an expedited review the premises licence was submitted by the police. An interim review hearing took place on 28 November 2014 and the licence was suspended. On 3 December 2014 a further interim hearing was held at the licensee's request and the suspension was lifted but the operating

hours in respect of the licence were reduced. A full review hearing took place on 19 December 2015 and the licence was revoked.

30. An appeal against the decision to revoke the licence was served on 27 March 2015. On 7 December 2015 the appeal was dismissed at Camberwell Green Magistrates Court.
31. On 19 February 2016 an application for a new premises licence was submitted by Erico Entertainment Limited and the application is the subject of this report.
32. No temporary event notices have been submitted in respect of the premises in the past 12 months.

### **Deregulation of entertainment**

33. On 6 April 2015 entertainment became deregulated and as a result:
  - Live unamplified music is deregulated between 08.00hrs and 23.00hrs on any premises.
  - Live amplified music is deregulated between 08.00 and 23.00 provided the audience does not exceed 500 people.
34. However, live music can become licensable in on-licensed premises if the licensing authority removes the effect of the deregulation following a licence review ('licence review mechanism').

### **The local area**

35. A map of the area is attached to this report as Appendix C. The premises are identified at the centre of the map by a black diamond. The following premises are shown on the map and are licensed to provide activities as stated:
  - McDonald's Restaurant, 518 Old Kent Road, SE1 5BA licensed for:  
Late night refreshment on Monday to Sunday between 23:00 and 05:00
  - ASDA 464-500 Old Kent Road SE1 5AS licensed for:  
Late night refreshment on Monday to Sunday between 23:00 and 05:00  
The sale of alcohol on Monday to Sunday between 00:00 and 00:00 (24 hours)
  - Las Congas, First Floor, 516 Old Kent Road, SE1 5BA licensed for:  
Live music, recorded music and the sale of alcohol on Sunday to Tuesday between 11:00 and 01:30, Wednesday and Thursday between 11:00 and 02:30 and on Friday and Saturday between 11:00 and 04:30  
  
Late Night refreshment on Sunday to Tuesday between 23:00 and 01:30, Wednesday and Thursday between 23:00 and 02:30 and on Friday and Saturday between 23:00 and 04:30.

## **Southwark council statement of licensing policy**

36. Council assembly approved Southwark's statement of licensing policy 2016-20 on 25 November 2015. The policy came into effect on 1 January 2016. 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 licences 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.
37. The purpose of Southwark's statement of licensing policy is to make clear to applicants what considerations will be taken into account when determining applications and should act as a guide to the sub-committee when considering the applications. However, the sub-committee must always consider each application on its own merits and allow exceptions to the normal policy where these are justified by the circumstances of the application.

## **Resource implications**

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

## **Consultation**

39. Consultation has been carried out on this application in accordance with the provisions of the Licensing Act 2003. A public notice was published in a local

newspaper and a similar notice exhibited outside of the premises for a period of 28 consecutive days.

### **Community impact statement**

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

### **SUPPLEMENTARY ADVICE FROM OTHER OFFICERS**

#### **Director of Law and Democracy**

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

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

43. 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.
44. 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
45. 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**

46. 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.

47. The four licensing objectives are:

- The prevention of crime and disorder
- Public safety
- The prevention of nuisance
- The protection of children from harm.

48. 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.

49. 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.

50. 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**

51. 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**

52. 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.
53. 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**

54. 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.
55. 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.
56. 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.
57. 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.
58. 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.
59. The sub-committee can only consider matters within the application that have been raised through representations from other persons and responsible authorities.

Other persons must live in the vicinity of the premises. This will be decided on a case to case basis.

60. 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 of the Crime and Disorder Act 1998 when making its decision to do all it can to prevent crime and disorder in the borough.
61. 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

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

### BACKGROUND DOCUMENTS

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

### APPENDICES

Name	Title
Appendix A	Application for a premises licence and related documents
Appendix B	Representations submitted by responsible authorities and related correspondence
Appendix C	Map of the local area

## AUDIT TRAIL

<b>Lead Officer</b>	Deborah Collins, Strategic Director of Environment and Leisure	
<b>Report Author</b>	Wesley McArthur, Principal Licensing Officer	
<b>Version</b>	Final	
<b>Dated</b>	7 April 2016	
<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>
Director of Law and Democracy	Yes	Yes
Strategic Director of Finance and Governance	No	No
<b>Cabinet Member</b>	No	No
<b>Date final report sent to Constitutional Team</b>	<b>7 April 2016</b>	