

Appendix A

RECEIVED

04 NOV 2009

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

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form.
If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We **THE SHAKESPEARE GLOBE TRUST**

(Insert name(s) of applicant)

apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description THE SHAKESPEARE GLOBE THEATRE 21 NEW GLOBE WALK			
Post town	LONDON	Post code	SE1 9DT

Telephone number at premises (if any)	0207 902 1400
Non-domestic rateable value of premises	£450000

Part 2 - Applicant Details

Please state whether you are applying for a premises licence as
Please tick yes

- a) an individual or individuals * please complete section (A)
- b) a person other than an individual *
- i. as a limited company please complete section (B)
 - ii. as a partnership please complete section (B)
 - iii. as an unincorporated association or please complete section (B)
 - iv. other (for example a statutory corporation) please complete section (B)
- c) a recognised club please complete section (B)
- d) a charity please complete section (B)

- e) the proprietor of an educational establishment please complete section (B)
- f) a health service body please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital please complete section (B)
- h) the chief officer of police of a police force in England and Wales please complete section (B)

* If you are applying as a person described in (a) or (b) please confirm:

Please tick yes

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or
- I am making the application pursuant to a
 - statutory function or
 - a function discharged by virtue of Her Majesty's prerogative

(A) INDIVIDUAL APPLICANTS (fill in as applicable)

<input type="checkbox"/> Mr	<input type="checkbox"/> Mrs	<input type="checkbox"/> Miss	<input type="checkbox"/> Ms	Other Title (for example, Rev)	
Surname			First names		
I am 18 years old or over					<input type="checkbox"/> Please tick yes
Current postal address if different from premises address					
Post Town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

SECOND INDIVIDUAL APPLICANT (if applicable)

<input type="checkbox"/> Mr	<input type="checkbox"/> Mrs	<input type="checkbox"/> Miss	<input type="checkbox"/> Ms	Other Title (for example, Rev)	
Surname			First names		
I am 18 years old or over					<input type="checkbox"/> Please tick yes

Current postal address if different from premises address			
Post Town		Postcode	
Daytime contact telephone number			
E-mail address (optional)			

(B) 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 THE SHAKESPEARE GLOBE TRUST
Address THE SHAKESPEARE GLOBE THEATRE 21 NEW GLOBE WALK LONDON SE1 9DT
Registered number (where applicable) Companies house 1152238 - Charity 266916
Description of applicant (for example, partnership, company, unincorporated association etc.) LIMITED COMPANY & CHARITY
Telephone number (if any) CALL 0870 458 4600
E-mail address (optional) info@balaw.co.uk

Part 3 Operating Schedule

When do you want the premises licence to start?

Day		Month		Year		
1	1	1	2	2	0	9

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

Day		Month		Year		

Please give a general description of the premises (please read guidance note1)

Founded by the pioneering American actor and director Sam Wanamaker, Shakespeare's Globe is a unique international resource dedicated to the exploration of Shakespeare's work and the playhouse for which he wrote, through the connected means of performance and education.

Together, the Globe Theatre Company, Shakespeare's Globe Exhibition and Globe Education seek to further the experience and international understanding of Shakespeare in performance

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

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

(Please see sections 1 and 14 of the Licensing Act 2003 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment

Please tick yes

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

Provision of entertainment facilities:

- | | |
|---|-------------------------------------|
| i) making music (if ticking yes, fill in box I) | <input checked="" type="checkbox"/> |
| j) dancing (if ticking yes, fill in box J) | <input checked="" type="checkbox"/> |
| k) entertainment of a similar description to that falling within (i) or (j) (if ticking yes, fill in box K) | <input type="checkbox"/> |

Provision of late night refreshment (if ticking yes, fill in box L)

Supply of alcohol (if ticking yes, fill in box M)

In all cases complete boxes N, O and P

A

Plays Standard days and timings (please read guidance note 6)			<u>Will the performance of a play take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3) We have marked 'both' above as the red outline on the plans indicates areas that are both indoors and outdoors, although all regulated activity will take place within the confines of the Shakespeare Globe complex.		
Mon	1200	0000			
Tue	1200	0000			
Wed	1200	0000	<u>State any seasonal variations for performing plays</u> (please read guidance note 4) Please see proposed conditions in relation to timings for New Years Eve and other specific occasions		
Thur	1200	0000			
Fri	1200	0000	<u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u> (please read guidance note 5) Please see proposed conditions in relation to timings for New Years Eve and other specific occasions		
Sat	1200	0000			
Sun	1200	0000			

B

Films Standard days and timings (please read guidance note 6)			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon	0900	0000	Please give further details here (please read guidance note 3) We have marked 'both' above as the red outline on the plans indicates areas that are both indoors and outdoors, although all regulated activity will take place within the confines of the Shakespeare Globe complex.	Both	<input checked="" type="checkbox"/>
Tue	0900	0000			
Wed	0900	0000	State any seasonal variations for the exhibition of films (please read guidance note 4) Please see proposed conditions in relation to timings for New Years Eve and other specific occasions		
Thur	0900	0000			
Fri	0900	0000	Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list (please read guidance note 5) Please see proposed conditions in relation to timings for New Years Eve and other specific occasions		
Sat	0900	0000			
Sun	1200	0000			

C

Indoor sporting events Standard days and timings (please read guidance note 6)			<u>Please give further details</u> (please read guidance note 3)
Day	Start	Finish	
Mon			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 4)
Wed			
Thur			<u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u> (please read guidance note 5)
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 6)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3)		
Mon					
Tue			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 4)		
Wed					
Thur			<u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Fri					
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 6)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3) We have marked 'both' above as the red outline on the plans indicates areas that are both indoors and outdoors, although all regulated activity will take place within the confines of the Shakespeare Globe complex.		
Mon	1200	0000			
Tue	1200	0000			
Wed	1200	0000			
Thur	1200	0000			
Fri	1200	0000			
Sat	1200	0000			
Sun	1200	0000	State any seasonal variations for the performance of live music (please read guidance note 4) Please see proposed conditions in relation to timings for New Years Eve and other specific occasions		
			Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list (please read guidance note 5) Please see proposed conditions in relation to timings for New Years Eve and other specific occasions		

A16

F

Recorded music Standard days and timings (please read guidance note 6)			<u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3) We have marked 'both' above as the red outline on the plans indicates areas that are both indoors and outdoors, although all regulated activity will take place within the confines of the Shakespeare Globe complex.		
Mon	1200	0000			
Tue	1200	0000	<u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 4) Please see proposed conditions in relation to timings for New Years Eve and other specific occasions		
Wed	1200	0000			
Thur	1200	0000	<u>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</u> (please read guidance note 5) Please see proposed conditions in relation to timings for New Years Eve and other specific occasions		
Fri	1200	0000			
Sat	1200	0000			
Sun	1200	0000			

G

Performances of dance Standard days and timings (please read guidance note 6)			<u>Will the performance of dance take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon	1200	0000	<u>Please give further details here</u> (please read guidance note 3) We have marked 'both' above as the red outline on the plans indicates areas that are both indoors and outdoors, although all regulated activity will take place within the confines of the Shakespeare Globe complex.	Both	<input checked="" type="checkbox"/>
Tue	1200	0000			
Wed	1200	0000	<u>State any seasonal variations for the performance of dance</u> (please read guidance note 4) Please see proposed conditions in relation to timings for New Years Eve and other specific occasions		
Thur	1200	0000			
Fri	1200	0000	<u>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</u> (please read guidance note 5) Please see proposed conditions in relation to timings for New Years Eve and other specific occasions		
Sat	1200	0000			
Sun	1200	0000			

H

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

Provision of facilities for making music Standard days and timings (please read guidance note 6) <i>A25</i>			<u>Please give a description of the facilities for making music you will be providing</u> anything related to performance of plays, exhibitions or educational events	
			<u>Will the facilities for making music be indoors or outdoors or both – please tick</u> (please read guidance note 2)	
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3) We have marked 'both' above as the red outline on the plans indicates areas that are both indoors and outdoors, although all regulated activity will take place within the confines of the Shakespeare Globe complex. <u>State any seasonal variations for the provision of facilities for making music</u> (please read guidance note 4) Please see proposed conditions in relation to timings for New Years Eve and other specific occasions <u>Non standard timings. Where you intend to use the premises for provision of facilities for making music at different times to those listed in the column on the left, please list</u> (please read guidance note 5) Please see proposed conditions in relation to timings for New Years Eve and other specific occasions	
Mon	1200	0000		
Tue	1200	0000		
Wed	1200	0000		
Thur	1200	0000		
Fri	1200	0000		
Sat	1200	0000		
Sun	1200	0000		

J

A 28

Provision of facilities for dancing Standard days and timings (please read guidance note 6)			Will the facilities for dancing be indoors or outdoors or both – please tick (see guidance note 2)	Indoors <input type="checkbox"/>
				Outdoors <input type="checkbox"/>
				Both <input checked="" type="checkbox"/>
Day	Start	Finish	Please give a description of the facilities for dancing you will be providing public participation may be required from time to time as ancillary to the performance of ;plays, exhibitions or associated events	
Mon	1200	0000	Please give further details here (please read guidance note 3) We have marked 'both' above as the red outline on the plans indicates areas that are both indoors and outdoors, although all regulated activity will take place within the confines of the Shakespeare Globe complex.	
Tue	1200	0000		
Wed	1200	0000	State any seasonal variations for providing dancing facilities (please read guidance note 4) Please see proposed conditions in relation to timings for New Years Eve and other specific occasions	
Thur	1200	0000		
Fri	1200	0000	Non standard timings. Where you intend to use the premises for the provision of facilities for dancing entertainment at different times to those listed in the column on the left, please list (please read guidance note 5) Please see proposed conditions in relation to timings for New Years Eve and other specific occasions	
Sat	1200	0000		
Sun	1200	0000		

K

Provision of facilities for entertainment of a similar description to that falling within i or j Standard days and timings (please read guidance note 6)			<u>Please give a description of the type of entertainment facility you will be providing</u>		
Day	Start	Finish	<u>Will the entertainment facility be indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			<u>Please give further details here</u> (please read guidance note 3)		
Wed					
Thur			<u>State any seasonal variations for the provision of facilities for entertainment of a similar description to that falling within i or j</u> (please read guidance note 4)		
Fri					
Sat			<u>Non standard timings. Where you intend to use the premises for the provision of facilities for entertainment of a similar description to that falling within i or j at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Sun					

L

Late night refreshment Standard days and timings (please read guidance note 6)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish			
Mon	2300	0100	Please give further details here (please read guidance note 3) We have marked 'both' above as the red outline on the plans indicates areas that are both indoors and outdoors, although all regulated activity will take place within the confines of the Shakespeare Globe complex.		
Tue	2300	0100			
Wed	2300	0100	State any seasonal variations for the provision of late night refreshment (please read guidance note 4) Please see proposed conditions in relation to timings for New Years Eve and other specific occasions		
Thur	2300	0100			
Fri	2300	0100	Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list (please read guidance note 5) Please see proposed conditions in relation to timings for New Years Eve and other specific occasions		
Sat	2300	0100			
Sun	2300	0100			

M

Supply of alcohol Standard days and timings (please read guidance note 6)			Will the supply of alcohol be for consumption (Please tick box) (please read guidance note 7)	On the premises	<input type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish			
Mon	0800	0100	State any seasonal variations for the supply of alcohol (please read guidance note 4) Please see proposed conditions in relation to timings for New Years Eve and other specific occasions. Supply OFF the confines of the Shakespeare Globe complex refers to sales from the shops only.		
Tue	0800	0100			
Wed	0800	0100			
Thur	0800	0100			
Fri	0800	0100	Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 5)		
Sat	0800	0100			
Sun	0800	0100			

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

Name ELIZABETH FOSBURY	
Address	
Postcode	
Personal Licence number (if known) UNDER APPLICATION	
Issuing licensing authority (if known)	

N

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 8)
 Please see proposed conditions under licensing objective (e) page 25

O

<p>Hours premises are open to the public Standard days and timings (please read guidance note 6)</p>			<p>State any seasonal variations (please read guidance note 4) Please see proposed conditions in relation to timings for New Years Eve and other specific occasions</p>
Day	Start	Finish	<p>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list (please read guidance note 5) Please see proposed conditions in relation to timings for New Years Eve and other specific occasions</p>
Mon	0800	0100	
Tue	0800	0100	
Wed	0800	0100	
Thur	0800	0100	
Fri	0800	0100	
Sat	0800	0100	
Sun	0800	0100	

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

a) General – all four licensing objectives (b,c,d,e) (please read guidance note 9)

Shakespeare's Globe Theatre is an internationally renowned venue promoting the works of Shakespeare and performing arts, whilst giving back to the community in the form of education and exhibitions. Great care is taken by the management team to ensure that public safety is paramount and that respect is shown to neighbours.

The applicant offers the following general conditions (in addition to any mandatory conditions) in support of its application:

109 - Alcohol shall not be sold or supplied except during permitted hours. Permitted hours means the hours shown on Part 1 of the Premises Licence. In addition the permitted hours shall include from the end of permitted hours on New Year's Eve to the start of permitted hours on the following day.

The above restrictions do not prohibit; i) During the first twenty minutes after the above hours the consumption of the alcohol on the premises; ii) During the first twenty minutes after the above hours, the taking of the alcohol from the premises unless the alcohol is supplied or taken in an open vessel; iii) During the first thirty minutes after the above hours the consumption of the alcohol on the premises by persons taking meals there if the alcohol was supplied for consumption as ancillary to the meals; or iv) The supply of alcohol for consumption on the premises to persons employed there for the purposes of the business carried on by the holder of the licence, or the consumption of alcohol so supplied, if the alcohol is supplied at the expense of their employer or the person carrying on, or in charge of, the business on the premises.

350 - In addition to the permitted hours and further to condition 109 above there shall be 3 (three) performances per year commencing at midnight, running until 0400 for all regulated activity. Both the Police and the Licensing authority shall be given 10 days written notice of these events and the Police shall retain absolute power of veto.

145 –

a. The Premises Licence Summary or a copy of it shall be prominently exhibited in a position where the public can easily read it.

b. A full copy of the Premises Licence shall be readily available for inspection by authorised Council

152 - The designated premises supervisor may authorise in writing a Duty Manager, who shall be at least 18 years old, to deputise for him. This written authorisation shall be kept on the premises and shall be readily available for examination by any Authorised Officer. The designated premises supervisor must be satisfied that anyone appointed as a Duty Manager understands the need to comply with the conditions of the licence and is competent to perform the functions of Duty Manager.

348 - A proof of age identification shall be required by the shop staff where a purchaser appears to be under 21

349 - The sale by retail of alcohol off the premises shall only be permitted from the Gift Shop.

146 - Authorised Council officers who carry written authorisations and proof of identity, which they will produce on request, shall be admitted immediately to all parts of the premises at all reasonable times

100 - Where a condition provides for notice to be given to the Council or for consent to be obtained, all such notices and requests for consent shall be sent by email to licensing@southwark.gov.uk marked "Urgent Notice for Council Attention." If no response is received to the email; consent shall be deemed to have been given 7 days following service by email.

b) The prevention of crime and disorder

The following conditions are offered by the Applicant:

203 - The Licensee shall not permit conduct on the premises that is likely to cause disorder or a breach of the peace or drug misuse. In particular the licensee shall ensure that none of the following shall take place:

- a. indecent behaviour, including sexual intercourse, except as permitted by the Theatres Act 1968;
- b. the offer of any sexual or other indecent service for reward;
- c. acts of violence against person or property and / or the attempt or threat of such acts; and
- d. unlawful possession and / or supply of drugs controlled by the Misuse of Drugs Act 1971.

288 - The CCTV system installed upon the premises shall be maintained in good working condition and operable at all times

289 - Recordings taken by the CCTV system installed upon the premises shall be kept and made available for inspection by authorised officers for a period of thirty one (31) days

c) Public safety

The following conditions are offered by the Applicant:

147 - The designated premises supervisor shall not permit any exhibition, demonstration or performance of hypnotism, mesmerism or any similar act or process which produces or is intended to produce in any person any form of induced sleep or trance in which susceptibility of the mind of that person to suggestion or direction is increased or intended to be increased. This condition does not apply to exhibitions given under the provisions of Section 2(1a) and 5 of the Hypnotism Act 1952.

148 –

- a. The Licensee shall not permit any entertainment that involves special risks except with consent of the Council.
- b. The Licensee shall not permit any performances which are exclusively for children except with the consent of the Council.
- c. The licensee shall not permit explosives or highly flammable substances to be brought onto the premises except with the consent of the Council.

149 –

- a. The Licensee shall not permit the use of special effects, except with consent
- b. The Licensee shall give to the Council at least 10 days notice in writing of any proposal to use special effects. The notice shall include, save in exceptional circumstances, exact details of the proposal including the date and time when the special effects can be demonstrated.

150 - Compressed or liquified gases shall not be used except with consent. At least 10 days

notice in writing shall be given to the Council of any proposal to bring storage cylinders into the premises

151 –

- a. The designated premises supervisor shall ensure that the premises continue to comply with the Council's Technical Regulations.
- b. No alterations shall be made to the approved arrangements without the consent of the Council
- c. The designated premises supervisor shall, except with the consent of the Council, retain control over all parts of the premises.
- d. Either the designated premises supervisor or a Duty Manager shall be in charge of and within the premises whenever the public are present. However, the designated premises supervisor remains responsible for the observance of all licensing conditions.

154 –

- a. The designated premises supervisor shall ensure that he/she has sufficient trained staff on duty to ensure the safe evacuation of the premises in an emergency. Such staff shall have been specifically instructed on their duties in the event of an emergency by the designated premises supervisor or by a person nominated by him. The instruction given to staff shall include training on the safe and efficient running of the premises and the safe evacuation of the premises.
- b. A nominated member of staff in addition to the designated premises supervisor shall have responsibility for fire prevention measures and for ensuring that all escape routes including exit doors are fully available.
- c. Staff with specific responsibilities in the event of fire or other emergency, together with deputies, shall receive training and written instruction appropriate to their role. The designated premises supervisor shall, once he/she is satisfied as to the competence of each member of staff, record this in the Fire log book.

160 - The designated premises supervisor shall ensure that all performances or activities minimise any danger to the public

161 - The designated premises supervisor shall ensure that whenever disabled people are present, adequate arrangements are made to enable their safe evacuation in the event of an emergency and that they are made aware of those arrangements

163 –

- a. All escape routes and exits including external exits shall be maintained unobstructed, in good order with non- slippery and even surfaces, free of trip hazards and clearly identified in accordance with the approved arrangements.
- b. All exits door shall be available and easily operable without the use of a key, card, code or similar means. Only approved fastenings shall be used.
- c. Any removable security fastening shall be removed from the doors prior to opening the premises to the public. All such fastenings shall be kept in the approved positions.
- d. If required, exit doors shall be secured in the fully open position when the public are present.
- e. All fire-doors shall be maintained effectively self-closing and shall not be held open other than by approved devices.
- f. Fire-resisting doors to ducts, service shafts and cupboards shall be kept locked shut.
- g. The edges of treads of steps and stairways shall be maintained so as to be conspicuous.

166 - The designated premises supervisor shall ensure that the accommodation limit(s) specified on the licence are not exceeded and shall be aware of the number of the public on the premises. This information shall be provided to any authorised officer immediately upon request

170 - Refuse receptacles shall be emptied regularly.

171 - Access for emergency vehicles shall be kept clear and free from obstruction

172 –

- a. The designated premises supervisor shall ensure that an adequate and appropriate supply of first aid equipment and materials is available on the premises.
- b. If required, at least one suitably trained first aider shall be on duty when the public are present. If more than one suitably trained first-aider is present, each person's responsibilities shall be clearly identified

173 –

- c. Toilet accommodation shall be provided free of charge and be kept clean and in proper working order.
- d. An adequate supply of hot and cold (or warm) water, toilet paper in holders or dispensers, soap and suitable hand and face drying facilities shall be provided in toilet accommodation.

175 -

- a. Heating apparatus shall be maintained in a safe and functioning condition.
- b. Portable heating or cooking appliances shall not be used except with the consent of the Council

176 - A competent person shall be in charge of all electrical installation

177 –

- a. In the absence of adequate daylight the management lighting in any area accessible to the public shall be fully operational whilst the public are present.
- b. Except as permitted under (d) below there shall be adequate illumination to enable people to see their way out of the premises
- c. Fire safety signs shall be adequately illuminated except as permitted under (d) below.
- d. If essential to the entertainment and subject to the consent of the Council, the management lighting in the entertainment area may be reduced or extinguished provided;
 - (i) the lighting is controlled from a position with a clear view of the entertainment area; and
 - (ii) an operator remains by the controls whilst the lighting is reduced or extinguished; and
 - (iii) the operator restores the management lighting immediately in the event of any emergency; and
 - (iv) the escape route signs remain adequately illuminated.

178 –

- a. The emergency lighting installation shall not be altered in any way except with the consent of the Council.
- b. The emergency lighting battery shall be fully charged before the admission of the public
- c. In the event of failure of the normal lighting;
 - (i) If the emergency lighting battery has a one hour capacity the public shall leave the premises within 20 minutes unless within that time the normal lighting has been restored and the battery is being re-charged; or
 - (ii) If the emergency lighting battery has a 3 hour capacity the public shall leave the premises within one hour unless within that time the normal lighting has been restored and the battery is being re-charged.
- d. The public shall not be re-admitted to the premises until the normal lighting has been fully restored and the battery fully recharged except;
 - (i) Where the emergency lighting battery has a one hour capacity and if the failure of the normal lighting was fully rectified within 20 minutes of failure and the battery is being re-charged; or
 - (ii) Where the emergency lighting battery has a 3 hour capacity and if the failure of the normal lighting was fully rectified within one hour of failure and the battery is being re-charged.

182 –

a. The following certificates shall be submitted to the Council at least once a year unless stated otherwise below. Note: Where a certificate covers a period of more than one year it will be sufficient to submit a photocopy of the certificate each year that the certificate remains valid.

i) Battery - The emergency lighting battery (including any self contained units) and associated control equipment. The inspection of the battery and control equipment shall be in accordance with BS 5266-1. The certificate shall be signed by a Corporate Member of the Institution of Electrical Engineers or a member of the Electrical Contractors Association or by a contractor enrolled with the National Inspection Council for Electrical Installation Contracting or, with consent, another competent person.

ii) Electrical installation - The entire electrical installation (including the emergency lighting installation but excluding any battery). The inspection shall be in accordance with Guidance Note 3 to BS 7671. In large or complex premises the electrical installation shall be visually inspected once a year and at least 20% of the installation tested in accordance with a programme approved by the Council such that the whole installation is tested every 5 years. The certificate shall be signed by a Corporate Member of the Institution of Electrical Engineers or a member of the Electrical Contractors Association or by a contractor enrolled with the National Inspection Council for Electrical Installation Contracting or, with consent, another competent person.

iii) Boilers and calorifiers - Any steam boiler, any electrode boiler working on a closed water system or any calorifier incorporating a steam receiver. A boiler insurance company shall issue the certificate of thorough examination and test;

iv) Fire alarm warning system - Confirmation from a fire alarm company or, with consent, another competent person that the fire alarm warning system continues to satisfy the requirements of BS 5839;

v) Fire fighting equipment - All portable fire-fighting equipment together with any hose reels or sprinklers in accordance with BS 5306;

vi) Mechanical installations - Any passenger lifts or escalators. All lifting equipment and permanently suspended equipment (These certificates should be copies of the records of examination provided under the Lifting Operations and Lifting Equipment Regulations 1998. Any permanently suspended loads, such as permanently installed stage lighting luminaires or loudspeakers or flown cinema screens, shall be treated as forming part of the lifting equipment installation and be examined by the competent person making the examination). The safety curtain, its operating gear and controls, the smoke ventilators and drencher. Any other mechanical installation (for example, stage, orchestra or organ lifts, revolving or moving platforms) if required.

vii) Lasers - Any permanently installed lasers, other than Class 1 and Class 2 lasers;

viii) Special effects - Permanently installed smoke machines, fog generators and strobe lighting;

ix) Ceilings - Ceilings and ornamental plaster; and

x) Gas installation - Any gas installation and gas appliances, if required. A member of the Council for registered Gas installers (CORGI) shall complete the certificate.

183 –

a. Unless the Council requires or approves otherwise the number of attendants on each floor or tier in a closely seated auditorium shall be as set out on the table below:

Number of members of public /attendants present on a floor or tier

1-100 one

101-250 two

251-500 three

501-750 four

751-1000 Five

b. Plus one additional attendant for each additional 250 persons (or part thereof)

c. Attendants shall not be engaged in any duties that would hinder them in the event of an

emergency or entail their absence from the floor, tier, or auditorium where they are on duty.
d. Any attendant shall be readily identifiable to the public.

184 –

- a. The premises shall not be used for a closely seated audience, except in accordance with the approved seating plan(s), a copy of which shall be kept available at the premises and shall be shown to any authorised officer on request.
- b. No article shall be attached to the back of any seat which would reduce the clear width of seat ways or cause a tripping hazard or obstruction.
- c. A copy of any certificate relating to the design, construction and loading of any temporary seating shall be kept available at the premises and shall be shown to any authorised officer on request.

185 –

- a. Sitting on floors shall not be permitted except with the consent of the Council
- b. Waiting and standing shall not be permitted except in areas designated by the Council
- c. Under no circumstances shall anyone be permitted to sit in any gangways; or stand or sit in front of any exit; or stand or sit on any staircase including any landings

186 - Except with the consent of the Council, no drinks shall be sold to or be consumed by a closely seated audience except in approved plastic or paper containers.

187 - Clothing or other objects shall not be placed over balcony rails or upon balcony fronts.

216 - The Council shall approve the arrangements for the premises including all seating and standing areas for spectators which shall minimise any risk to spectators, performers or staff

217 - Reasonable and practicable steps shall be taken to minimise any risk to spectators, performers or staff from any equipment used in the entertainment.

221 - Staff adequately trained in rescue and life safety procedures shall be stationed and remain within the vicinity of the performance at all material times. The Council shall approve the number of such staff

218 - Dressing room accommodation and washing facilities for performers shall be provided to the satisfaction of the Council.

219 - The theatre ring shall be sited, constructed and supported to the satisfaction of the Council. Any material used to form a skirt around the ring shall be flame-retarded to the satisfaction of the Council.

307 - The maximum number of persons that may be accommodated within the licensed area of the theatre at any one time shall not exceed 1,581 (One Thousand Five Hundred And Eighty One) of which 700 (Seven Hundred) are standing in the Groundlings Area. The maximum number of persons that may be accommodated in the Foyer comprising Levels One, Two and Three shall not exceed 400 (Four Hundred)

341 - Trained Duty Managers will supervise the public whilst on site

342 - Health and Safety policies shall be in place and suitable risk assessments undertaken

343 - All duty Managers shall be trained in fire evacuation

d) The prevention of public nuisance

The following conditions are offered by the Applicant:

158 –

- a. The designated premises supervisor shall ensure that no nuisance is caused by noise emanating from the premises or by vibration transmitted through the structure of the premises.
- b. legible notices shall be displayed at all exits requesting the public to respect the needs of local residents and to leave the premises and area quietly.

311 - Notices shall be displayed and public announcements made requesting that customers leave the premises in a quiet and orderly manner

e) The protection of children from harm

The following conditions are offered by the Applicant:

344 - All events where children are present shall be supervised

345 - No matinees will be performed during the week if nudity is an integral part of the plot.

346 - No unaccompanied children shall be allowed into performances unless such performances are specifically for children.

347 - The box office shall advise patrons booking tickets on request if any play is unsuitable for children under 16.


Please tick yes

- I have made or enclosed payment of the fee
- I have enclosed the plan of the premises
- I have sent copies of this application and the plan to responsible authorities and others where applicable
- I have enclosed the consent form completed by the individual I wish to be premises supervisor, if applicable
- I understand that I must now advertise my application
- I understand that if I do not comply with the above requirements my application will be rejected

IT IS AN OFFENCE, LIABLE ON CONVICTION TO A FINE UP TO LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003 TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

Part 4 – Signatures (please read guidance note 10)

Signature of applicant or applicant's solicitor or other duly authorised agent (See guidance note 11). If of the applicant please state in what capacity.

Signature	
Date	4 NOVEMBER 2009
Capacity	MARK BROWNING, BA LAW LIMITED

For joint applications signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent. (please read guidance note 12). If signing on behalf of the applicant please state in what capacity.

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 13) BA LAW 59 PELHAM STREET SOUTH KENSINGTON			
Post town	LONDON	Post code	SW7 2NJ
Telephone number (if any)	0870 458 4600		
If you would prefer us to correspond with you by e-mail your e-mail address (optional) info@balaw.co.uk			

Notes for Guidance

1. Describe the premises. For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies you must include a description of where the place will be and its proximity to the premises.
2. Where taking place in a building or other structure please tick as appropriate. Indoors may include a tent.
3. 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.
4. For example (but not exclusively), where the activity will occur on additional days during the summer months.
5. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
6. Please give timings in 24 hour clock (e.g. 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.