



City of Westminster

Licensing Sub-Committee Report

Item No:

Date:

19 October 2017

Classification:

For General Release

Title of Report:

**The Loop
Sub-Basement, 19 Dering Street, London, W1S 1AJ**

Uniform Reference:

17/11373/LITENP

Report of:

Operational Director for Premises Management

Policy context:

City of Westminster Statement of Licensing Policy

Financial summary:

None

Report Author:

**Shannon Pring
Senior Licensing Officer**

Contact Details:

**Telephone: 020 7641 3217
E-mail: spring3@westminster.gov.uk**

1. TEMPORARY EVENT NOTICE DETAILS

Proposal:	<u>Permitted Temporary Activities:</u> <ul style="list-style-type: none"> • Sale by retail of alcohol • Provision of Regulated Entertainment • Provision of Late Night Refreshment <p><i>(Please see Temporary Event Notice at Appendix A)</i></p>		
Premises User:	Murdoch Scott Rosie	Premises Name and Address:	The Loop, Sub-Basement, 19 Dering Street, London, W1S 1AJ
Date Temporary Event Notice Received:	11 October 2017	Period of Event:	<u>17/11369/LITENP</u> 03:00 on 28 th October 2017 until 04:00 on 28 th October 2017
Ward Name:	West End	Cumulative Impact Area:	No
Number of attendees at event (including staff):	499		
Details of Premises Licence:	17/03186/LIPDPS, The Loop, Sub-Basement, 19 Dering Street, London, W1S 1AJ <u>Licensable activities:</u> Performance of Dance Monday to Saturday: 09:00 to 03:00 Performance of Live Music Monday to Saturday: 09:00 to 03:00 Playing of Recorded Music Unrestricted Anything of a similar description to Live Music, Recorded Music or Performance of Dance Monday to Saturday: 09:00 to 03:00 Late Night Refreshment Monday to Saturday: 23:00 to 03:30 Private Entertainment consisting of dancing, music or other entertainment of a like kind for consideration and with a view to profit Unrestricted Sale by Retail of Alcohol Monday to Saturday: 10:00 to 03:00 Sunday: 12:00 to 22:30		
Notice of Objection by Metropolitan	Metropolitan Police Service has given a notice of objection under s.104 (2) of the Licensing Act 2003. The notice of objection is based on the grounds that allowing the premises to be used in accordance with the notice would		

<p>Police Service :</p>	<p>undermine the Prevention of Crime and Disorder objectives.</p> <p>The Metropolitan Police Service has stated: <i>'The Metropolitan Police will be objecting to your recent Temporary Event Notice. We have concerns that allowing the premises to be used in accordance with the notice would undermine the Crime Prevention Objective.</i></p> <p><i>There has been an allegation of a serious sexual assault having taken place at the venue last night (12/10/17) The matter is under investigation both from a criminal and licensing perspective at present. We will be objecting to any future TENS for this venue until the Licensing investigation is complete'.</i></p> <p>At the time of writing this report the applicant has not responded to the objection.</p> <p><i>(Please See Police Objection Appendix B)</i></p>
<p>Recommendation:</p>	<p>That the Sub-Committee consider the notice of objection given by Metropolitan Police Service and determine whether or not the Licensing Authority should issue a counter notice to the premises user, in accordance with s.105 of the Licensing Act 2003.</p>

Additional procedural information – please see Appendix C

If you have any questions about this report, please contact Shannon Pring on 020 7641 3217 or at spring3@westminster.gov.uk

APPENDIX A

Temporary Event Notice

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

You should keep a copy of the completed notice for your records. You must send at least one copy of this notice to the licensing authority and additional copies must be sent to the chief officer of police and the local authority exercising environmental health functions for the area in which the premises are situated. The licensing authority will give to you written acknowledgement of the receipt of the notice.

I, the proposed premises user, hereby give notice under section 100 of the Licensing Act 2003 of my proposal to carry on a temporary activity at the premises described below.

1. The personal details of premises user (Please read note 11)	
1. Your name	
Title	Mr X Mrs Miss Ms Other (please state)
Surname	Rosie
Forenames	Murdoch Scott
2. Previous names (Please enter details of any previous names or maiden names, if applicable. Please continue on a separate sheet if necessary)	
Title	Mr Mrs Miss Ms Other (please state)
Surname	
Forenames	
3. Your date of birth	
4. Your place of birth	
5. National Insurance Number	
6. Your current address (We will use this address to correspond with you unless you complete the separate correspondence box below)	
[Redacted Address]	
Post town	London
Post code	[Redacted Postcode]
7. Other contact details	
Telephone numbers	
Daytime	
Evening (optional)	
Mobile (optional)	
Fax number (optional)	
E-Mail Address (if available)	
8. Alternative address for correspondence (If you complete the details below, we will use this address to correspond with you)	

Carole Collingwood Woods Whur 2014 Limited Devonshire House 38 York Place	
Post town Leeds	Post code LS1 2ED
9. Alternative contact details (if applicable)	
Telephone numbers: Daytime	0113 234 3055
Evening (optional)	
Mobile (optional)	
Fax number (optional)	
E-Mail Address (if available)	carole@woodswhur.co.uk

2. The premises	
Please give the address of the premises where you intend to carry on the licensable activities or if it has no address give a detailed description (including the Ordnance Survey references) (Please read note 2)	
The Loop 19 Dering Street London W1S 1AJ	
Does a premises licence or club premises certificate have effect in relation to the premises (or any part of the premises)? If so, please enter the licence or certificate number below.	
Premises licence number	17/03186/LIPDPS
Club premises certificate number	
If you intend to use only part of the premises at this address or intend to restrict the area to which this notice applies, please give a description and details below. (Please read note 3)	
Sub-Basement	
Please describe the nature of the premises below. (Please read note 4)	
Bar	
Please describe the nature of the event below. (Please read note 5)	
Promoted Event - Halloween Special	
<ol style="list-style-type: none"> 1. The conditions attached to the premises licence will be complied with for the duration of the TEN. 2. Door staff at the entrance and inside the premises will wear high vis jackets. 3. Last entry to the venue will be 02:00, and that all customers are off the premises by 04:30. 	

4. All customers will be searched on entry to the premises.
 5. Club scan will be used, scanning customers with ID on entry from 22:00.

3. The licensable activities	
Please state the licensable activities that you intend to carry on at the premises (please mark an "X" next to the licensable activities you intend to carry on). (Please read note 6)	
The sale by retail of alcohol	<input checked="" type="checkbox"/>
The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club	<input type="checkbox"/>
The provision of regulated entertainment	<input checked="" type="checkbox"/>
The provision of late night refreshment	<input checked="" type="checkbox"/>
Are you giving a late temporary event notice? (Please read note 7)	<input type="checkbox"/>
Please state the dates on which you intend to use these premises for licensable activities. (Please read note 8)	
28 October 2017	
Please state the times during the event period that you propose to carry on licensable activities (please give times in 24 hour clock). (Please read note 9)	
03:00 to 04:00	
Please state the maximum number of people at any one time that you intend to allow to be present at the premises during the times when you intend to carry on licensable activities, including any staff, organisers or performers. (Please read note 10)	499
If the licensable activities will include the supply of alcohol, please state whether the supplies will be for consumption on or off the premises, or both (please mark an "X" next to the appropriate box). (Please read note 11)	On the premises only <input checked="" type="checkbox"/>
	Off the premises only <input type="checkbox"/>
	Both <input type="checkbox"/>

<p>Please state if the licensable activities will include the provision of relevant entertainment. If so, please state the times during the event period that you propose to provide relevant entertainment. (Please read note 12)</p> <p>N/A</p>

4. Personal licence holders (Please read note 13)		
Do you currently hold a valid personal licence? (Please mark an "X" in the box that applies to you)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

If "Yes" please provide the details of your personal licence below.	
Issuing licensing authority	London Borough of Ealing
Licence number	03460
Date of issue	14/05/2012
Date of expiry	14/05/2022
Any further relevant details	

5. Previous temporary event notices you have given (Please read note 14)		
Have you previously given a temporary event notice in respect of any premises for events falling in the same calendar year as the event for which you are now giving this temporary event notice? (Please mark an "X" in the box that applies to you)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If answering yes, please state the number of temporary event notices you have given for events in that same calendar year	6	
Have you already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after the event period proposed in this notice? (Please mark an "X" in the box that applies to you)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

6. Associates and business colleagues (Please read note 15)		
Has any associate of yours given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice? (Please mark an "X" in the box that applies to you)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If answering yes, please state the total number of temporary event notices your associate(s) have given for events in the same calendar year	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Has any associate of yours already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after the event period proposed in this notice? (Please mark an "X" in the box that applies to you)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Has any person with whom you are in business carrying on licensable activities given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice? (Please mark an "X" in the box that applies to you)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If answering yes, please state the total number of temporary event notices your business colleague(s) have given for events in the same calendar year.		
Has any person with whom you are in business carrying on licensable activities already given a temporary event notice for the same premises in which the event period:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

a) ends 24 hours or less before; or b) begins 24 hours or less after the event period proposed in this notice? (Please mark an "X" in the box that applies to you)		
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7. Checklist (Please read note 16)	
I shall (Please mark the appropriate boxes with an "X")	
Send at least one copy of this notice to the licensing authority for the area in which the premises are situated	<input checked="" type="checkbox"/>
Send a copy of this notice to the chief officer of police for the area in which the premises are situated	<input checked="" type="checkbox"/>
Send a copy of this notice to the local authority exercising environmental health functions for the area in which the premises are situated	<input checked="" type="checkbox"/>
If the premises are situated in one or more licensing authority areas, send at least one copy of this notice to each additional licensing authority	<input checked="" type="checkbox"/>
If the premises are situated in one or more police areas, send a copy of this notice to each additional chief officer of police	<input checked="" type="checkbox"/>
If the premises are situated in one or more local authority areas, send a copy of this notice to each additional local authority exercising environmental health functions	<input checked="" type="checkbox"/>
Make or enclose payment of the fee for the application	<input checked="" type="checkbox"/>
Sign the declaration in Section 9 below	<input checked="" type="checkbox"/>

8. Condition (Please read note 17)
It is a condition of this temporary event notice that where the relevant licensable activities described in Section 3 above include the supply of alcohol that all such supplies are made by or under the authority of the premises user.

9. Declarations (Please read note 18)	
The information contained in this form is correct to the best of my knowledge and belief.	
I understand that it is an offence:	
(i) to knowingly or recklessly make a false statement in connection with this temporary event notice and that a person is liable on conviction for such an offence to a fine up to level 5 on the standard scale; and	
(ii) to permit an unauthorised licensable activity to be carried on at any place and that a person is liable on conviction for any such offence to a fine not exceeding £20,000, or to imprisonment for a term not exceeding six months, or to both.	
Signature	<i>C. Collingwood</i>
Date	9 October 2017
Name of Person signing	Carole Collingwood - Woods Whur 2014 Limited

For completion by the licensing authority

10. Acknowledgement (Please read note 19)	
I acknowledge receipt of this temporary event notice.	
Signature	On behalf of the licensing authority
Date	
Name of Officer signing	

PROMOTION EVENT RISK ASSESSMENT FORM 696

Guidance for Artistes and Promoters

(Users should ensure that this guidance sheet is handed or sent to all persons disclosing their personal details)

The Promotion Event Risk Assessment Form 696 is designed to allow the management of licensed premises, promoters of music events, event security and the police to work in partnership to identify and minimise any risk of serious violent crime happening at a proposed event. Should areas of concern be identified the police intention is to work together to create a Risk Management Plan that enables the event to proceed with minimum risk.

The use of this form is voluntary. However, we note that the completion of this form may be a condition on some premises' licences. This means the completion of this form is mandatory for those premises.

The management of the licensed premises or the promoter considers that the proposed event requires a Promotion Event Risk Assessment Form 696 to be completed and it is for this purpose that your personal details are required.

The information provided will be cross-referenced with our systems and data sources to assist with the risk assessment.

The information is processed in accordance with our policing purpose as defined by the Code of Practice for the Management of Police Information (MoPI) as follows:

- Protecting life and property;
- Preserving order;
- Preventing the commission of offences;
- Bringing offenders to justice;
- Any duty or responsibility arising from common or statute law

If you or your client has any concerns or queries regarding the above processing please contact the Metropolitan Police Service Data Protection Officer (details provided below).

Data Controller Details: Sir Bernard Hogan - Howe Commissioner for the Metropolis

Information Commissioner's Office Data Controller Registration Number: Z4888193

Data Protection Officer Details: Merilyne Davies, Public Access Office, PO Box 57192, London, SW6 1SF
(Tel: 020 7161 3500)

For a copy of the Metropolitan Police Service's Fair Processing Notice please refer to the following link or contact the Data Protection Officer (details above):

<http://www.met.police.uk/foi/pdfs/otherinformation/corporate/paofairprocessingstatement.pdf>

Guidance for submission

Please submit the completed form via e-mail to the Promoters Desk and copy in the local borough police licensing unit at least 14 days in advance of your event. This is to ensure that there is sufficient time to implement any risk management plan if needed. The Promoters Desk will carry out an intelligence assessment and provide you with feedback either directly or through the local borough police licensing unit no less than 7 days before your event. If you have not received feedback within this time please contact the Promoters Desk directly on 020 7321 7760


**METROPOLITAN
POLICE**
TOTAL POLICING

PROMOTION EVENT RISK ASSESSMENT FORM 696

The use of this form is voluntary. However, we note that the completion of this form may be a condition on some premises' licences. This means the completion of this form is mandatory for those premises.

Please complete this section to enable Clubs and Vice Unit to monitor the use of this Form.	
Is completing Form 696 for Promoted Events a condition on the premises licence?	Yes x No <input type="checkbox"/>
PLEASE NOTE - The use of this form is not intended for a live music event. If you are using this form for a live music event please give your reasons why in the box.	

When to complete Form 696

Our recommended guidance to music event organisers, management of licensed premises or event promoter on when to complete Form 696 is where you hold an event that is –

- promoted / advertised to the public at any time before the event, and
- predominantly features DJs or MCs performing to a recorded backing track, and
- runs anytime between the hours of 10pm and 4am, and
- is in a nightclub or a large public house.

The recommended guidance does not restrict the use of the form solely to any specific event. Event managers and promoters may, if they wish, use it for events not strictly covered by the guidance. The Metropolitan Police Service will aim to give appropriate support and advice to ensure a safe event.

PLEASE COMPLETE ALL SECTIONS.

Name of Premises	Loop Bar		
Maximum Capacity of Premises	1050		
Full Address	19 Dering Street, London, W1S 1AH		
Telephone Number	02074931003	Email address:	scott.rosie@novusleisure.com
Designated Premises Supervisor	Murdoch Scott Rosie		
Contact Telephone Numbers	Landline: 02074931003	Mobile:	07511428736

PROMOTER'S DETAILS			
Promoter's Full Name <i>(include BIIAB Qualification Number)</i>	Duncan Shen		
Date of Birth (dd/mm/yyyy)	17/09/1988		
Address	68 marmot road, hounslow, tw4 7pr		
Contact Telephone Numbers	Landline:	Mobile:	T 07756061380
Email Address	Mr.duncan.shen@gmail.com		

PROMOTION / EVENT DETAILS			
Promotion / Event Name	Halloween Special		
Event Date (dd/mm/yyyy)	27th Oct 2017		
Start Time (HH:mm)	22:00	Finishing Time (HH:mm)	04:00
Expected numbers attending event?	800	Is this a regular event at this venue?	Yes <input type="checkbox"/> No x
Is the event...? <i>(Check relevant box)</i>	Private x Public <input type="checkbox"/>	Will tickets be sold on the door?	Yes x No <input type="checkbox"/>

RESTRICTED WHEN COMPLETE

SECURITY FOR THE EVENT

Please provide the name of the security company to be used		PSS	
Contact name at security company to be used		Dougie Thompson	
Registration no.	04326457	Email	bookings@premiumsecurityservices.co.uk
Contact nos. of security company	Landline: 0208 9924499	Mobile: 07939 244 527	

SECURITY DETAIL AND DEPLOYMENT

Number of door supervisors	Male: 14	Female: 1
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Please outline below how you propose to deploy your security staff and what equipment will be available to facilitate searching on entry

All security will be in high visibility jackets throughout the night.
STM = Security Team Member
2nd Allocation: Is where the STM will be deployed in the second part of the night, General Manager (DPS) will decide as to when the second allocation begins.

All security will be briefed and given their allocations prior to their shift start. We use our own format of security and manager allocation for this. STMs will also be reminded of their specific duties on the night as well as their responsibilities including (but not limited to); The identification of intoxicated guests, prevention of aggression or misbehaviour, prevention of behaviour or actions that may jeopardise their safety or the safety of others, safe intervention into any situation of aggression should any arise, proper communication of issues (via radio or in person) through the appropriate channels, reporting of spillages, monitoring of peoples property (and ensuring they use our cloakroom) to prevent loss or theft and prevention of pinch points or overcrowding

1 x STM at entrance to queue, on Dering Street after Vigo Gallery: Vetting guests prior to them joining the queue / 2nd allocation (post 2am when entry finishes) is at the Cloakroom to monitor queue and ensure there is no build-up of patrons at that location

1 x STM outside of queue on Dering Street itself: Ensuring crowd is quiet and the queue is orderly as the majority of guests enter (roaming position) / 2nd Allocation: Entrance to Groovy Wonderland Room, assisting another operative should a queue to that room occur and monitoring Casper's Restaurant Area (roaming between those two locations that are close together)

1 x STM outside of queue on Dering Street itself: Directing queue dependant on whether they have tickets or not to the relevant queue (roaming position) / 2nd Allocation: Cloakroom area

1 x STM checking IDs and scanning them (fixed position)* This STM will also click guests in and out

1 x STM located at the door itself, (male), conducting searches for all male guests as they enter (all night – fixed position).

1 x STM located at the door itself, (female), conducting searches for all female guests as they enter / 2nd Allocation: Roaming inside and assisting with any issues regarding females where applicable

1 x STM In Opal, at the entrance to Groovy Wonderland, clicking all guests in and out of Groovy Wonderland (all night – fixed position)

1 x STM at position 3 within Opal, giving good visibility of most of that room, to monitor behaviour, and prevent intoxication and other issues (all night – Fixed Position)

1 x STM at the smoking entrance, stamping guests who are smoking as they go out, and checking said stamped guests and also customer suitability on the way back in. This STM will also click guests in and out of that door so as to monitor numbers every 30 minutes

1 x STM 'Groovy 1': Located at the mid-point of Groovy Wonderland Stairs, (Sub Basement) so as to ensure guests enter the room and don't linger at the entrance and ensuring guests don't congregate on stairs. At this position he/she will also have good visibility of the room (all night – fixed position)

1 x STM Groovy 2: Located at the far end of the room, this STM will roam close to the second bar in Groovy Wonderland, with a good view of the dance-floor and the main body of patrons in that room (all night – semi fixed)

1 x STM Groovy Dance Floor: Located here in the heart of the room, on the dancefloor itself, where the majority of guests prefer to be (All night – fixed)

1 x STM Groovy 3: Located adjacent to Groovy Wonderland table 3, this STM will look inwards on the room, from the edge. (All night – semi fixed)

Coupled with those on 'Groovy 1', Groovy 2 and Groovy Dance-Floor – The STMs will now have almost complete visual coverage of all guests in that room.

1 x STM – Roaming all areas, all night.

1 x STM – Casper's 1 – looking from Casper's into Opal.

In addition to this, managers will be allocated as detailed; GM (DPS Kieran Manning) at the door – overseeing entry and monitoring all capacity logs and moving team members as and when appropriate. AGM (Julija Savela) will be roaming the venue, monitoring STMs are in position and alert in throughout the venue and looking after the appropriate venue paperwork and due diligence, Venue Manager 3 will be located in Groovy Wonderland and Venue Manager 4 will be allocated to Opal Bar. Finally our Manager In Training will be roaming throughout the whole venue (not directly related to our plans regarding safety, risk or security). The Management and Security will operate an orderly dispersal policy and door-staff will ensure the area is clear before leaving. The basis of this will be that two of the STMs that have been in Opal and two further from Groovy Wonderland will remain in their respective rooms, making sure guests leave the venue promptly but safely. The cloakroom STM will be joined by the two other STMs from Groovy Wonderland to ensure a safe queue is in place and that guests can still exit. STM at smoking door will remain in position. The Remaining 6 x STs will be allocated outside the venue, ensuring that guests are leaving the area quietly and safely. Substantial numbers of security will remain outside until all guests have left the area

As a venue we used body mounted video devices to both record and prevent issues.

Total security staff	15
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RESTRICTED WHEN COMPLETE

Performer / artiste security <i>(Show company name & contact numbers)</i>	N/A
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Do you have other knowledge that needs special consideration in order to limit violent crime at the event?

NB - Due to the location of the venue, the niche nature of the music and the date itself we do not anticipate members of the public attending this event. In fact we would actively discourage this. The event will be solely attended by people who are aware of it in advance or their friends, family or colleagues. There will be no walk-up trade from the general public. We have been questioned on this before when submitting a 696 form where we have marked the box 'private', so please note that although I have ticked the box private for this event, tickets may still be sold on the door.

When complete please e-mail this whole document **at least 14 days in advance** to:

SCD9ProactiveLicensingIntelligence@met.police.uk

And to **your Borough Police Licensing Unit.**

Retention period: 6 years
MP 366/10



DRIVING LICENCE



1. HEYWOOD
2. CORY DOMINIC
3. 14.06.1986 UNITED KINGDOM
- 4a. 14.11.2014 4c. DVLA
- 4b. 08.09.2021
5. HEYWO806146CD9TW 14
- 7.
8. FLAT 59, CAPITAL EAST APARTMENTS, 21
WESTERN GATEWAY, LONDON, E16 1AS
9. AM/A/B1/E11/k/p/q



Cory



DRIVING

- 1. NGAN
- 2. DANIEL

- 3. 06.02.1987 UNITED KINGDOM
- 4a. 27.06.2015 4c. DVLA
- 4b. 29.01.2025
- 5. NGAN9802067D99BV 51



29.01.2025

7. *Daniel Ngan*

- 8. 20 ARUNDEL DRIVE, HARROW, HA2 8PS





DRIVING LICENCE

- 1. NGAN
- 2. DANIEL

- 3. 06.02.1987 UNITED KINGDOM
- 4a. 27.06.2015 4c. DVLA
- 4b. 29.01.2025
- 5. NGAN9802067D99BV 51



29.01.2025

7. *Daniel Ngan*

- 8. 20 ARUNDEL DRIVE, HARROW, HA2 8PS





DRIVING LICENCE

1. SHEN

2. YIN CHOI DUNCAN

3. 17-09-88 HONG KONG

4a. 08-04-10 4b. 17-06-15 4c. DVLA

5. SHEN9809178YC9GE 18

7.

8. 68 MARMOT ROAD, HOUNSLOW, TW4 7PR

9. B,B1,1,k,p



Y09GE

Consultee Comments for Licensing Application 17/11373/LITENP

Application Summary

Application Number: 17/11373/LITENP
Address: 19 Dering Street London W1S 1AJ
Proposal: TEN Personal Licence Holder
Case Officer: Mrs Shannon Pring

Consultee Details

Name: Mrs sandy russell
Address: Westminster City Hall 64 Victoria Street, London, City of Westminster SW1E 6QP
Email: srussell@westminster.gov.uk
On Behalf Of: Metropolitan Police Service For TENS (for Licensing)

Comments

Dear Carole ,

Re Temporary Event Notice at: Loop bar, 19, Dering Street, W1. 28/10/17

The Metropolitan Police will be objecting to your recent Temporary Event Notice. We have concerns that allowing the premises to be used in accordance with the notice would undermine the Crime Prevention Objective.

There has been an allegation of a serious sexual assault having taken place at the venue last night (12/10/17) The matter is under investigation both from a criminal and licensing perspective at present. We will be objecting to any future TENS for this venue until the Licensing investigation is complete.

PC Sandy Russell 4167CW
Westminster Police Licensing Team
4th Floor, 64 Victoria Street,
LONDON, SW1E 6QP
Tel: 0207 641 1721

APPENDIX C

ADDITIONAL INFORMATION FOR TEMPORARY EVENT NOTICES

1. TEMPORARY EVENT NOTICE PROCEDURE

- 1.1 Under s.100 (1) of the Licensing Act 2003 certain temporary events, which include licensable activities, are permitted under the Act if they are notified to the Council and the Police/Environmental Health by giving a 'Temporary Event Notice'. The notice must be given by the 'premises user' (usually the event organiser responsible for all aspects of the event).
- 1.2 Permitted temporary events are events that take place in any premises, open space or temporary structure. The event must consist of one or more licensable activities; and the premises must be used over a period of no longer than 168 hours, with no more than 499 people in attendance.
- 1.3 Licensable activities include the sale by retail of alcohol; the provision of regulated entertainment and the provision of late night refreshment (hot food or drink supplied between 11pm and 5am).
- 1.4 The premises user must send two copies of the temporary event notice to the Council, one copy to the environmental health department and one copy to the police leaving at least 10 clear working days before the event is due to begin. The Council must acknowledge receipt of the temporary event notice by the next working day.

2. NOTICE OF OBJECTION BY POLICE/ENVIRONMENTAL HEALTH

- 2.1 If the Police/ Environmental Health are satisfied that the event would undermine one or more of the licensing objectives, they must give a notice of objection stating their reasons as to why an objective would be undermined to the Council and premises user within 3 working days of receipt of the notice.

3. HEARING PROCEDURE FOLLOWING NOTICE OF OBJECTION BY POLICE/ENVIRONMENTAL HEALTH

- 3.1 The Sub-Committee is being asked to consider the notice of objection and hear any oral evidence given by or on behalf of the premises user and the Police/Environmental Health.
- 3.2 The Sub-Committee must consider whether to give a counter notice to the temporary event notice given by the premises user if it considers it necessary for the promotion of the licensing objectives.
- 3.3 The Council must convene a hearing to consider the notice of objection and give at least two day's notice to the premises user and the police.
- 3.4 The Sub-Committee must either reject the notice of objection to allow the event to take place, or issue a counter notice to prevent the event from taking place, or where or, after hearing the objections, allow the notice but attach relevant conditions from the premises licence. Please note not all premises will hold a premises licence.

- 3.5 The Council must, where it decides not to give a counter notice, give the premises user and the Police/Environmental Health a notice of the decision at least 24 hours before the beginning of the event period specified in the temporary event notice.
- 3.6 Where the Council decides to give a counter notice, it must give the premises user the counter notice and the reasons for its decision; and a copy of the counter notice and the reason for its decision to the police, at least 24 hours before the beginning of the event period specified in the temporary event notice.

4. APPEAL

- 4.1 Schedule 5, Part 3 of the Licensing Act 2003 provides a right of appeal to the premises user against the giving of a counter notice, and a right of appeal to the chief officer of Police/Environmental Health where the Council decides not to give a counter notice. Such an appeal must be commenced within 21 days beginning with the day on which the appellant was notified by the Licensing Authority of the decision appealed against.
- 4.2 No appeal may be brought later than five working days before the day on which the event period specified in the temporary event notice begins.

5. POLICY CONSIDERATIONS

- 5.1 The Westminster Statement of Licensing Policy for applications relating to premises and personal licences and temporary event notices made under the Licensing Act 2003 was determined for a three-year period commencing 7 January 2011. This contains no specific policy for Temporary Event Notices but urges longer periods of notice to be given for events which involve the use of the streets or necessitate the special management of traffic and services.