

PREMISES LICENCE

Premises licence number

16/00846/LIPREM

Part 1 – Premises details**Postal address of premises, or if none, ordnance survey map reference or description including Post Town and Post Code**

Boxpark Bar (BoxBar)
Units 22-26
Boxpark
99 George Street
Croydon
CR0 1LD

Telephone number

N/k

Where the licence is time limited the dates

N/a

Licensable activities authorised by the licence

The sale by retail of alcohol.

The times the licence authorises the carrying out of licensable activities

Sale by retail of alcohol –
Monday to Sunday 1100 hours until 2300 hours

The opening hours of the premises

Monday to Sunday 0800 hours until 2330 hours

Where the licence authorises supplies of alcohol whether these are on and/or off supplies

On & Off





Part 2**Name, (registered) address, telephone number and e-mail (where relevant) of holder of premises licence**

Boxpark Trading Limited
 Unit 4 Regents Studios
 20 Regent Street
 Brighton
 BN1 1UX

Registered number of holder, for example company number, charity number (where applicable)

10338083

Name, address and telephone number of designated premises supervisor where the premises licence authorises the supply of alcohol

 Michael Murrant




Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises the supply of alcohol

LP7002144 Reading Borough Council

Date Original Licence Issued: 04.10.2016**Date This Licence Effective: 25.10.2017**

Licensing Manager
 Place Department

Annex 1 - Mandatory conditions

The licence is granted subject to the Mandatory conditions for sale of alcohol as set out in the Licensing Act 2003 as amended by the Licensing Act 2003 (Mandatory Licensing *Conditions*) Order 2010 and Order 2014.

1. No supply of alcohol may be made under the Premises Licence –
 - (a) At a time when there is no Designated Premises Supervisor in respect of the Premises Licence; or
 - (b) At a time when the Designated Premises Supervisor does not hold a Personal Licence or his Personal Licence is suspended.
2. Every supply of alcohol under the Premises Licence must be made, or authorised by a person who holds a Personal Licence.
3. Any door supervisor employed at the premises must be licensed by the Security Industry Authority (the SIA) and must wear their SIA authorisation badge in a prominent place on their person at all times whilst on duty.
4.
 - (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
 - (2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises.
 - a) games or other activities which require or encourage, or are designed to require or encourage, individuals to –
 - (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - (ii) drink as much alcohol as possible (whether within a time limit or otherwise);
 - b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
 - c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
 - d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable

manner.

5. The responsible person shall ensure that free potable water is provided on request to customers where it is reasonably available.
6. (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.
- (2) The designated premises supervisor in relation to the premises licences must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.
- (3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either:-
- (a) a holographic mark or
- (b) an ultraviolet feature.
7. The responsible person shall ensure that –
- (a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures –
- (i) beer or cider: ½ pint;
- (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
- (iii) still wine in a glass: 125 ml; and
- (b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
- (c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.

***Responsible person is defined as:**

- (a) In relation to licensed premises:
- (i) The holder of a premises licence in respect of the premises,
- (ii) The designated premises supervisor (if any) under such a licence, or
- (iii) Any individual aged 18 or over who is authorised for the purposes of section 153 (4) of the Licensing Act 2003 by such a holder or supervisor,
- (b) In relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables him to prevent the supply in question

In respect of the condition governing age verification, there are specific duties relating respectively to the holder of the premises licence or club premises certificate and designated premises supervisor.

8. (1) A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.
- (2) For the purposes of the condition set out in the paragraph (1) above
- (a) "duty" is to be construed in accordance with the Alcoholic Liquor Duties Act 1979
- (b) "permitted price" is the price found by applying the formula –

$$P = D + (D \times V)$$
- Where
- (i) P is the permitted price
- (ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
- (iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
- (c) "relevant person" means, in relation to premises in respect of which there is in force a premises licence –
- (i) The holder of the premises licence
- (ii) The designated premises supervisor (if any) in respect of such a licence, or
- (iii) The personal licence holder who makes or authorises a supply of alcohol under such a licence;
- (d) "relevant person" means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and
- (e) "value added tax" means value added tax charged in accordance with the Value Added Tax Act 1994.
- (3) Where the permitted price given by Paragraph (b) of paragraph (2) would (apart from the paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.
- (4) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph (2) on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change to the rate of duty or value added tax.
- (5) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

Annex 2 - Conditions consistent with the Operating Schedule

The premises licence holder shall ensure –

1. A closed circuit television system is installed at the premises with cameras located within the premises to cover all public areas including all entrances and capable of obtaining clear facial recognition images and a clear head and shoulders image of every person entering or leaving the premises. Images must be securely retained for a minimum of 31 days. In addition –

- a. That the CCTV system is operating and recording 24 hours every day (motion sensitive equipment is acceptable to reduce storage of images).
- b. All equipment must have a constant and accurate time and date generation.
- c. There are members of trained staff at the premises during operating hours able to provide viewable copies on request to police or authorised local authority officers as soon as is reasonably practicable in accordance with the Data Protection Act 1998.

2. Signs will be prominently displayed at all exit points reminding customers to leave quietly and respect local residents.

3. The premises shall operate a Challenge 25 policy and appropriate signage will be displayed inside the premises. The only acceptable forms of identification are recognised photographic identification cards, such as driving licence or passport.

4. That a refusals register is maintained recording when sales of alcohol are refused and the reason why.

5. An incident log shall be kept at the premises, and made available on request to an authorised officer of the council or the police, which will record the following.

- a. All crimes reported:
- b. All ejections of patrons
- c. Any complaints received.
- d. Any incidents of disorder.
- e. Seizure of drugs or offensive weapons.
- f. Any faults in the CCTV system or searching equipment or scanning equipment.
- g. Any refusal of the sale of alcohol.
- h. Any visit by a relevant authority or emergency service.

6. All staff are trained in the relevant requirements of the Licensing Act 2003, including the licensing objectives, proof of age, and conflict management. The training will be refreshed every 6 months and all staff training records should be maintained and kept on site. A designated member of staff should be able to produce the records on the request of police or other authorised person.

7. No noise generated on the premises shall emanate from the premises nor vibration within the premises be transmitted through the structure of the premises which gives rise to a nuisance.

8. The sound limiter shall not be altered without prior agreement with the Croydon Environmental Health Department. No alteration or modification to any existing sound system(s) should be effected without prior knowledge of an authorised officer of the Croydon Environmental Health Department.

9. No additional sound generating equipment shall be used on the premises without being routed through the sound limiter device.

10. All exit doors shall be available at all material times without the use of a key, code, card or similar means.

11. No rubbish including bottles will be 'moved, removed or placed in' areas outside of the Boxpark development between 00:00 hours and 08:00 hours.

12. The Premises Licence Holder shall produce a Security Management Plan and provide a copy of said plan to the Police prior to opening.

13. Operate an anti-drugs policy in conjunction with a search and seizure policy. This will also include storage and disposal procedures. Signage will be displayed throughout the premises.

Operate a weapons policy in conjunction with search and seizure policy. This will also include storage and disposal procedures.

Operate an anti theft policy, which will include the reporting of theft, safe storage of found items, storage and disposal procedures for all items of property found or discarded at the premises. Signage will be on display in prominent places advising customers to safeguard their property.

14. BoxBar (Units 22-26) will employ 2 SIA licensed door supervisors to control entry to the premises when it is open post 11pm. All customers seeking to gain entry to the premises after 11pm will be turned away. The last entry time will be detailed on BoxBar marketing material to aid in customer awareness. Persons who have been refused entry will be asked to leave the BoxPark complex as this is private property, providing staff with a helpful mechanism in ensuring the immediate vicinity remains clear. There will be a stamping/marketing system in place to enable customers to leave the premises for a short period of time in order to smoke or use the toilet facilities.

15. When either of the Boxpark 'event' premises licences are in use, an additional 2 SIA door supervisors will be on duty from 10:45pm to close of business in order to ensure that persons attending the event disperse away from BoxBar (Units 22-26). This will be an additional security presence, employed by BoxBar, on top of the security provision detailed in the relevant event management plan. The dispersal of persons attending BoxPark events takes 30 minutes and so, by 11:30pm the main BoxPark complex will be empty of visitors. The additional security staff will then patrol the BoxBar and BoxPark area to ensure event goers are not attempting to remain on BoxPark property.

16. On Fridays and Saturdays and on any occasion that either of the Boxpark 'event' premises licences are in use the premises (Units 22-26) shall employ a minimum of 2 SIA licensed door supervisors from 2100 hours until the premises closes. Where the premises operates beyond 11pm, entry to the premises is to be controlled by SIA licensed staff. On any day on which an event takes place under the BoxPark Events Licence and the premises is to operate beyond 11pm, an additional 2 SIA licensed door supervisors are to be employed from 10.45pm to close of business. These additional security staff are to assist in the effective dispersal of event-goers so as to avoid said persons seeking admission to the premises. From 11.30pm onwards, these staff are to patrol the premises and the BoxPark complex to ensure event-goers have effectively dispersed.

17. No alcoholic drinks shall be taken from the premises between 11pm and 8am the following day on any day.
18. A noise limiting device shall be installed at the premises and appropriate sound levels set in consultation with the Council's Pollution Team.
19. A wind down period shall be operated from midnight to 0100 hours with the music volume reduced steadily for the last 30 minutes.
20. The Premises Licence Holder or BoxBar Management Team will produce a BoxBar specific 'event related security/management plan' to coincide with any plan put forward by BoxPark for each BoxPark event. Depending on the nature and timing of the relevant event, the BoxBar plan will identify any risk of overcrowding, delayed dispersal and general crime and disorder that may affect BoxBar. Appropriate steps are to be taken to counter any identified risk. This will include, but is not limited to, the deployment of additional SIA licenced security staff. This plan must be submitted to the Council and Police licensing team a minimum of 30 days before the event"
21. Only a security provider who has been awarded Approved Contractor Status by the Security Industry Authority be authorised to deploy door supervisors or manned guard positions.
22. One Body worn camera will be deployed by the Atrium team between the hours of 1200 (midday) - 0000 (midnight).
23. Three Body Worn Cameras will be deployed by the Bar team between the hours of 1900 - 0000 (midnight) on Thursdays, Fridays and Saturdays (this is in addition to the Atrium team's deployment).
24. Deployment on event days will be assessed on an individual basis and included in the events safety management policy.
25. Test footage from all cameras shall be provided to the Metropolitan Police Licensing Office Croydon on the 1st Monday of every month.

Annex 3 - Conditions attached after a hearing by the licensing authority

N/a

Annex 4 – Plans

Attached

Application to Vary a Premises Licence 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 Boxpark Trading Limited
 (Insert name(s) of applicant)

being the premises licence holder, apply to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described in Part 1 below

Premises licence number 16/00846/LIPREM
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Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description			
Boxpark Bar (BoxBar) Units 22-26 Boxpark 99 George Street			
Post town	Croydon	Post code	CR0 1LD

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£60,000.00

Part 2 – Applicant details

Daytime contact telephone number			
E-mail address (optional)			
Current postal address if different from premises address	Boxpark Trading Limited Unit 4 Regent Studios 20 Regent Street		
Post Town	Brighton	Postcode	BN1 1UX

Part 3 - Variation

Please tick yes

Do you want the proposed variation to have effect as soon as possible?

If not do you want the variation to take effect from

Day	Month	Year
↓	-	↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓

Please describe briefly the nature of the proposed variation (Please see guidance note 2)

To vary the hours for sale of alcohol Monday to Sunday from 1100 hours until 0100 (the following morning).

To vary the opening hours on Monday to Sunday from 0800 hours until 0130 (the following morning).

If your proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend

Part 4 Operating Schedule

Please complete those parts of the Operating Schedule below which would be subject to change if this application to vary is successful.

- | Provision of regulated entertainment | Please tick yes |
|--|-------------------------------------|
| a) plays (if ticking yes, fill in box A) | <input type="checkbox"/> |
| b) films (if ticking yes, fill in box B) | <input 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 type="checkbox"/> |
| f) recorded music (if ticking yes, fill in box F) | <input type="checkbox"/> |
| g) performances of dance (if ticking yes, fill in box G) | <input 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"/> |
| <u>Provision of late night refreshment</u> (if ticking yes, fill in box I) | <input type="checkbox"/> |
| <u>Sale by retail of alcohol</u> (if ticking yes, fill in box J) | <input checked="" type="checkbox"/> |

In all cases complete boxes K, L and M

J

Supply of alcohol Standard days and timings (please read guidance note 8)			Will the supply of alcohol be for consumption (Please tick box) (please read guidance note 9)	On the premises	<input type="checkbox"/>			
				Off the premises	<input type="checkbox"/>			
				Both	<input checked="" type="checkbox"/>			
Day	Start	Finish	<u>State any seasonal variations for the supply of alcohol</u> (please read guidance note 6)					
Mon	0000	0100						
	1100	2359						
Tue	0000	0100						
	1100	2359						
Wed	0000	0100						
	1100	2359						
Thur	0000	0100				<u>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</u> (please read guidance note 7)		
	1100	2359						
Fri	0000	0100						
	1100	2359						
Sat	0000	0100						
	1100	2359						
Sun	0000	0100						
	1100	2359						

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 10)

L

Hours premises are open to the public Standard days and timings (please read guidance note 8)			State any seasonal variations (please read guidance note 6)
Day	Start	Finish	
Mon	0000	0130	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 7)
	0800	2359	
Tue	0000	0130	
	0800	2359	
Wed	0000	0130	
	0800	2359	
Thur	0000	0130	
	0800	2359	
Fri	0000	0130	
	0800	2359	
Sat	0000	0130	
	0800	2359	
Sun	0000	0130	
	0800	2359	

Please identify those conditions currently imposed on the licence which you believe could be removed as a consequence of the proposed variation you are seeking

Please tick yes

- I have enclosed the Premises Licence
- I have enclosed the relevant part of the premises licence

If you have not ticked one of these boxes please fill in reasons for not including the licence, or part of it, below

Reasons why I have failed to enclose the premises licence or relevant part of premises licence

M Describe any additional steps you intend to take to promote the four licensing objectives as a result of the proposed variation:

a) General – all four licensing objectives (b,c,d,e) (please read guidance note 11)

All existing conditions to continue

b) The prevention of crime and disorder

All existing conditions to continue

c) Public safety

All existing conditions to continue

d) The prevention of public nuisance

All existing conditions to continue

e) The protection of children from harm

All existing conditions to continue

Please tick yes

- I have made or enclosed payment of the fee
- I have sent copies of this application and the plan to responsible authorities and others where applicable
- I understand that I must now advertise my application
- I have enclosed the premises licence or relevant part of it or explanation
- I understand that if I do not comply with the above requirements my application will be rejected

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

one rep

APPENDIX A3

From: LICENSING
Sent: 29 January 2018 09:02
To: [REDACTED]
Subject: FW: Objection to Boxpark premises licence extension

From: [REDACTED]
To: LICENSING <LICENSING@croydon.gov.uk>
Subject: Objection to Boxpark premises licence extension

Good afternoon,

Please register my objection to the application to extend the licensing hours of Boxbar to 8am until 1:30am.

My reasons are listed below:

1. Boxpark already generates anti-social behaviour at times. The licence form shows that on and off sales are requested - off-sales would add to the likelihood of anti-social behaviour, and would lead to the risk of open containers of alcohol being carried in an alcohol-free zone, thus creating more strain on police resources.
2. There have been instances of violent behaviour within Boxpark.
3. At times the noise levels are excessive and can be heard as far away as West Addiscombe.
4. At a recent event a local resident asked to see the Premises Supervisor and was told that there was no supervisor on the premises.
5. There is absolutely no reason why alcohol needs to be served from 8am.
6. Favourable treatment of Boxbar in comparison with other outlets within Boxpark (which will still need to close by 11pm) appears to be an unfair restraint on trade.

Yours faithfully,

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]