

CAMDEN COUNCIL

LICENSING SUB-COMMITTEE

7TH NOVEMBER 2024

BIDBOROUGH WORKS, BIDBOROUGH STREET, LONDON WC1H 9AU

SUBMISSIONS OF APPLICANT

INTRODUCTION

1. This is an application by Eventhia Limited for a premises licence for the 2nd and 3rd floors of the former Camden Town Hall, with access and egress at ground floor level.
2. The application is the final piece in the comprehensive redevelopment of the Town Hall involving:
 - Redevelopment of the Camden Centre at basement, ground and first floor level as a multi-purpose event, community and function space.
 - Redevelopment of 2nd and 3rd floors as co-working space.

BACKGROUND

3. The Town Hall was constructed in 1934-1937 as St Pancras Town Hall and became Camden Town Hall in 1965 when the London Borough of Camden was established. The building was listed Grade II in 1996.
4. In 1977 the Town Hall Annex was constructed adjacent to the existing building on Euston Road.
5. From 2011, Camden Council devised The Camden Accommodation Strategy which sought to deliver financial benefit to the Council and to avoid major building repair and future maintenance costs in the future. Camden Town Hall was one part of that strategy, recognising that the building faced deterioration and redundancy in the longer term.

6. In 2015 the Town Hall Annex was sold and planning permission was granted for its conversion to a hotel with a roof extension. This development has been completed.
7. In 2016, the Cabinet approved the business case for the refurbishment and remodelling of the Town Hall, in partnership with commercial organisations to enhance the local economy and provide employment opportunities while generating a long term income stream for the Council, at no cost to the local taxpayer.
8. In April 2019, Camden Council applied for planning permission for part change of use from Sui Generis (Town Hall) at (part) basement, second and third floors to office use (B1), and the change of use of the Camden Centre from Sui Generis (Town Hall) to Events use (comprising D2 with ancillary A3 and A4 use), with retention of Sui Generis (Town Hall) uses at ground, first floor and part basement. The stated works included the demolition of the 1960s Euston Road entrance, opening up two new doorways on Bidborough Street, two new doorways on Tonbridge Walk and a new on street loading bay.
9. On 20th December 2019, full planning permission was granted for the above development (Ref 2019/2238/P).
10. On 23rd November 2023, Camden Council's Licensing Panel B granted a premises licence for the Camden Centre at ground, first floor and part basement.
11. On 11th June 2024, Camden Council entered into 30 year leases with Eventhia Limited for the Camden Centre and Bidborough Works.
12. On the same date, Camden Council entered into a section 106 agreement with Eventhia Limited.

BIDBOROUGH WORKS

13. In recent years, there has been a growth in demand by workers for flexible co-working spaces, providing an opportunity to network, learn and socialise in collaborative hubs. This evolution is reflected in several high quality work spaces in London, including Camden.
14. Camden Council has itself recognised this demand in "Our Camden Plan":

“We will increase the number of affordable workspaces in the borough, supporting small businesses to gain a foothold here and to grow. We will use all our levers as a planning authority, and through our Community Investment Programme, to deliver high-quality flexible workspaces that can respond to our growth sectors and changing patterns of employment.”

15. Following a rigorous selection process Camden Council selected the applicant to develop the Bidborough Works, as well as the Camden Centre.
16. They will provide high quality co-working spaces, auditorium space for conferences and presentations, together with ancillary catering facilities.
17. The licensing proposals are set out in detail below. They have been developed following an extensive consultation exercise involving local councillors, residents, businesses and statutory authorities.

BENEFITS OF THE SCHEME

18. The scheme brings a number of important benefits to Camden and the local area:
 - (1) Preservation of the building.
 - (2) Rental income to Camden Council amounting to over £100m in direct revenue for the building over the lease terms.
 - (3) Furtherance of Camden Council vision for the building and the area.
 - (4) Provision of affordable co-working spaces for thousands of workers.
 - (5) 100 free memberships annually for SMEs and local entrepreneurs.
 - (6) Mentorship and apprenticeship programmes.
 - (7) Space for conferences and presentations.

PLANNING

19. The planning permission contains a number of requirements:
 - (1) The proposal is to be car free.

- (2) There are to be 53 cycle spaces for the co-working use.
- (3) There is to be a delivery and servicing management plan to safeguard the amenities of the adjoining occupier and the area generally.
- (4) There is to be a strategic level travel plan approved by the planning authority to ensure sustainable transport.
- (5) Local employment:
 - a. There is to be an agreed number of apprenticeships.
 - b. There is a commitment to paying London Living Wage.
 - c. There must be opportunities for Camden residents with Special Educational Needs and Disabilities as agreed with Camden Council.
 - d. The applicant must facilitate promotion of the Camden STEAM Commission objectives among users.
 - e. There must be an agreed number of work placement opportunities, recruited through the Council's Economic Development team.
 - f. There must be an agreed plan setting out proposed rents and marketing arrangements.

20. The section 106 agreement sets out further obligations on the applicant:

- (1) There must be 100 free memberships of the co-working space, with the marketing strategy to be approved by the Council.¹
- (2) The co-working space must offer access to fully serviced workplace facilities including co-working areas, meeting rooms, zoom rooms etc, food and beverage offerings, membership cultural programming, SME support etc.

¹ This is in substitution for affordable SME workspace provisions:
<https://camdocs.camden.gov.uk/CMWebDrawer/Record/10553145/file/document?inline>

(3) The co-working space is car free, so that members may not have a business parking permit or buy a contract to park within any car park owned, controlled or licensed by the Council.

(4) There must be a travel plan approved by the Council.

THE LICENCE APPLICATION

General

21. The applicant originally applied for a premises licence for Bidborough Works on 12th March 2024, but subsequently withdrew the application by agreement with Councillor Simpson to allow further discussion to occur.

22. Subsequently, the current application was submitted on 14th August 2024.

23. In the light of representations, the application has been further revised in significant respects, to ensure:

- late egress is via Euston Road rather than Bidborough Street;
- a hiatus between application for and grant of membership;
- that activity on the terraces is shielded.

The overall concept

24. The concept is for the second and third floors to be laid out in a series of spaces, some licensed, some not, and with different operating hours governed by the operating schedule.

25. The Panel is respectfully referred to the revised operating schedule at **Annex 1** (and in particular conditions 4, 5, 13-18, the colouring on the licence application plans at and the summary in the presentation pack at **Annex 8**).

26. As to hours and capacities:

- a. Alcohol and entertainment are limited to framework hours.

- b. There is provision for late night refreshment past midnight in two spaces: a meeting room (capacity 20) and a co-working lounge (capacity 110).
- c. The building shuts down on a staggered basis.
- d. Hence, the maximum capacity of 360 (second floor) and 383 (third floor) (condition 4) reduces to 150 after 0030 (condition 5).
- e. There is no entrance/exit on Bidborough Street after Framework Hours (condition 45).
- f. Overall closure is by 0200.

Other controls

27. As to other controls, the conditions include:

- (1) A primary purpose as a co-working space with ancillary hospitality (condition 1).
- (2) Sale of alcohol limited to members of the co-working space and their guests and those attending events. It should be noted that the auditorium space licensed hours will terminate at 8 p.m.
- (3) Telephone number to be provided to residents (condition 8).
- (4) 14 day hiatus between application for and grant of membership (condition 9).
- (5) Management plan to be maintained and shared with Camden Council, including various controls per the Occupiers Handbook (conditions 21 and 22).
- (6) Community meetings (condition 23).
- (7) CCTV inside and out (conditions 24-27).
- (8) Door security to be risk-assessed, but at least two after 20:00 (conditions 36-38).
- (9) Noise management policy to be agreed with Camden Council and periodically reviewed (condition 41).

- (10) No noise generated on the premises or by plant or equipment shall give rise to public nuisance (condition 42).
- (11) External doors and windows on Bidborough Street side shall remain closed except for immediate access and egress (condition 43). Note, the windows are triple-glazed.
- (12) External doors and windows on the Euston Road side closed during regulated entertainment except for immediate access and egress (condition 44).
- (13) Staff to monitor external terraces while in use (condition 48).
- (14) Screens / planters of 2.1m or more to be installed on Bidborough Street terraces (condition 49).
- (15) WAVE training and refresher training (conditions 50-51).

CONCLUSIONS

- 28. This is a carefully constructed application which represents the culmination of a prolonged development process.
- 29. Camden Council will have a high degree of control over the use of the building through the licence, together with the planning permission and the section 106 agreement.
- 30. The building is not in a cumulative impact area.
- 31. There is no representation from any responsible authority, evidently due to the careful construction of the application and the checks and balances it contains.
- 32. Even then, since the consultation period ended, the applicant has further refined the operating schedule to afford greater protection to residents, as a result of conversations with Councillor Simpson and consideration of the representations.
- 33. Alongside the significant support for the proposal, there have been a large number of objections, principally from residents of Queen Alexandra Mansions on the other side of Bidborough Street. The applicant of course respects their concerns and has sought to meet them in the various ways set out above. It is confident that this application, if

granted, will not cause nuisance or other harm. If it is wrong, there are several mechanisms through the lease, planning and licensing to remedy the situation.

34. In these submissions, the applicant has addressed the main relevant matters raised in the objections. It has not addressed all expressed concerns (e.g. persons throwing themselves off the terraces, climbing onto the roof, paedophilia, traffic jams, alcohol-fuelled crime and disorder, drug use, use of the co-working space as a party zone etc). However, should the Panel have questions on these, or other topics, the applicant will be pleased to address them at the hearing.

35. The Panel is respectfully invited to grant this application.

PHILIP KOLVIN KC
31st October 2024

11 KBW
Temple EC4

CAMDEN COUNCIL

LICENSING SUB-COMMITTEE

7TH NOVEMBER 2024

BIDBOROUGH WORKS, BIDBOROUGH STREET, LONDON WC1H 9AU

ANNEXES TO THE SUBMISSIONS OF APPLICANT

- **Annex 1** – Proposed Operating Schedule
- **Annex 2** - Index to Management Plan
- **Annex 3** - Index to Operators Handbook
- **Annex 4** - Arup report
- **Annex 5** - Letter from Argyle Primary School
- **Annex 6** - Schedule of engagement
- **Annex 7** - Town Hall Presentation
- **Annex 8** - Usage Deck
- **Annex 9** - PTAL
- **Annex 10** - Bidborough Works Community Membership Strategy
- **Annex 11** - Bidborough Work Works Membership Criteria and information.
- **Annex 12** - Briefing note to ward councillors.
- **Annex 13** - Letter to Representors

**CAMDEN COUNCIL
LICENSING SUB-COMMITTEE
7TH NOVEMBER 2024
BIDBOROUGH WORKS, BIDBOROUGH STREET, LONDON WC1H 9AU**

**ANNEXES TO THE SUBMISSIONS OF
APPLICANT**

Annex 1 – Proposed Operating Schedule

Proposed Conditions for Bidborough Works
with an entrance on Bidborough Street – ground, 2nd & 3rd floors of the former Camden Town
Hall,
Bidborough Street,
Camden,
London

Opening Hours

	Proposed
Monday	0700 to 0200
Tuesday	0700 to 0200
Wednesday	0700 to 0200
Thursday	0700 to 0200
Friday	0700 to 0200
Saturday	0700 to 0200
Sunday	0700 to 0000

Hours for the provision of licensable activities

Limited to no later than Core Hours

Sale of Alcohol (on the premises only)

	Proposed
Monday	1000 to 2330
Tuesday	1000 to 2330
Wednesday	1000 to 2330
Thursday	1000 to 2330
Friday	1000 to 0000
Saturday	1000 to 0000
Sunday	1100 to 2230

Regulated Entertainment

(indoors only – no regulated entertainment to be provided in the terraces)

	Proposed
Monday	1000 to 2330
Tuesday	1000 to 2330
Wednesday	1000 to 2330
Thursday	1000 to 2330
Friday	1000 to 0000
Saturday	1000 to 0000
Sunday	1100 to 2230

Late Night Refreshment

	Proposed
Monday	2300 to 0130
Tuesday	2300 to 0130
Wednesday	2300 to 0130
Thursday	2300 to 0130
Friday	2300 to 0130
Saturday	2300 to 0130
Sunday	2300 to 2330

Conditions

Use of Premises

1. The primary purpose of the premises shall be as a co-working space with ancillary hospitality facilities.
 2. Sale for alcohol shall be limited to members of the co-working space and their guests and organisers of, and those attending, events.
 3. There will be a receptionist/security or barriers stopping general members of the public from entering the premises.
 4. The maximum capacity of the premises shall not exceed the figures set out below:
 - o 2nd floor **360**
 - o 3rd floor **383**
 5. The maximum capacity on the premises, exclusive of staff, after 0030 will be no more than 150.
 6. Any changes to the fire risk assessment affecting the capacity of the premises shall be notified to the licensing authority.
 7. No person shall be allowed to leave the premises whilst in the possession of any drinking vessel or open glass bottle, whether empty or containing any beverage.
 8. A direct dial telephone number shall be provided to residents that shall be manned during operating hours of the venue. Details of any calls received shall be logged and a note subsequently made of the action taken. Details to be made available upon request to responsible authorities.
 - ~~9. No business or membership sign-ups/contracts after 5pm that will allow those customer(s) to partake in consuming alcohol on the premises on that same day as joining.~~
- That there must be a period of at least 14 days between the time when a person applies for membership and membership rights being taken up.
10. A list of all guests shall be kept on the premises
 11. There will be no consumption of alcohol on the premises outside of licensed hours save for the 30 minutes at the end of permitted hours for sale of alcohol

12. Each floor will have a minimum of one staff member engaged on the premises at all times while operating.

Second Floor

13. The provision of licensable activities in the area highlighted green on the 2nd floor plan shall be limited as follows:

Sale of Alcohol and Regulated Entertainment

Mon–Thu: 12.00 – 23.30

Fri-Sat: 12.00 – 00.00

Sun: 12.00 – 22.30

14. The provision of licensable activities in the area highlighted brown on 2nd floor plan shall be limited as follows:

Sale of Alcohol

Mon–Thu: 12.00 – 23.30

Fri-Sat: 12.00 – 00.00

Sun: 12.00 – 22.30

Late Night Refreshment

Mon–Thu: 23.00 – 00.30

Fri-Sat: 23.00 – 01.00

Sun: 23.00 – 23.30

15. The provision of licensable activities in the area highlighted pink on the 2nd floor plan shall be limited as follows:

Sale of Alcohol and Regulated entertainment

Mon–Thu: 12.00 – 20.00

Fri-Sat: 12.00 – 20.00

Sun: 12.00 – 20.00

Third Floor

16. The provision of licensable activities in the area highlighted green on the 3rd floor plan shall be limited as follows:

Sale of Alcohol and Regulated Entertainment

Mon–Thu: 12.00 – 23.30

Fri–Sat: 12.00 – 00.00

Sun: 12.00 – 22.30

Late Night Refreshment

Mon–Thu: 23.00 – 01.30

Fri–Sat: 23.00 – 01:30

Sun: 23.00 – 23.30

17. The provision of licensable activities in the area highlighted purple on the 3rd floor plan shall be limited as follows:

Sale of Alcohol and Regulated Entertainment

Mon–Thu: 11.00 – 22.00

Fri–Sat: 11.00 – 23.00

Sun: 11.00 – 22.00

18. The provision of licensable activities in the area highlighted light blue on the 3rd floor plan shall be limited as follows:

Sale of Alcohol

Mon–Thu: 11.00 – 22.00

Fri–Sat: 11.00 – 23.00

Sun: 11.00 – 22.00

Terraces

- Bidborough Street

The terraces will be open between the hours of

- 16th Oct – 15th March: Mon–Sun: 09.00 – 19.00
- 16th March – 15th Oct: Mon–Sun: 09.00 – 21.00

- Euston Road

Save for members of staff carrying out their work duties and persons who wish to temporarily use the terraces for the purposes of smoking the terraces on Euston Road will be open between the hours of

- Monday to Thursday 07.00 – 23.30
- Friday and Saturday 07.00 – 00.00
- Sunday 07.00 – 22.30

General

19. The premises shall maintain a live premises management plan (**the Management Plan**) that shall contain all the documents that are required and necessary to operate a safe premises.

20. The Management Plan shall be risk assessed led, reviewed and revised as is necessary, and shared with the licensing authority and authorised officers from the responsible authorities on request.

21. This shall include, but not be limited to, the following: -

- A copy of the premises licence
- The approved plan
- Membership and Guests Policy
- Fire Risk Assessment
- Electrical installation
- Emergency electrical installation
- Fire rated doors

- Renovation of building to be in line with current building regulations
- Challenge 25 policy
- Crowd control, capacity and queue control policy and procedure
- Refuse storage and collection arrangements.
- Drugs policy
- Adverse weather plan
- Emergency Evacuation policy
- Facility for disabled visitors to the premises
- Security arrangements – Inside and immediate vicinity of the premises
- CCTV Policy
- Arrangements for vulnerable people and underage visitors
- Counter-terrorism plan
- Public liability insurance
- Noise management plan
- Neighbourhood Communication Plan
- Terrace Policy
- First Aid Policy

22. The premises licence holder shall comply with the Management Plan

23. The premises licence holder shall at the request of the local residents or businesses host, a Community Meeting, at least every quarter.

Prevention of crime and disorder

CCTV

24. The Premises shall install and maintain a comprehensive CCTV system as per the minimum requirements of the Police Licensing Team. All entry and exit points will be covered enabling frontal identification of every person entering in any light condition. The CCTV system shall continually record whilst the premises is open and during all times when attendees remain on the premises and will include the external area immediately outside the premises entrance. All recordings shall be stored for a minimum period of 31 days with date and time stamping. Viewing of recordings shall be made available immediately upon the request of authorised Responsible Authority Officers throughout the entire 31-day period.

25. A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises are open for Licensable Activities. This staff member must be able to provide authorised Responsible Authority Officers with copies of recent CCTV images or data with the absolute minimum of delay when requested.
26. Subject to Data Protection guidance and legislation, the management of the premises will ensure that key staff are fully trained in the operation of the CCTV and will be able to download selected footage onto a disk/USB Stick for the Police or authorised officers of the Local Authority or UK Border Agency without difficulty, delay or charge.
27. The licensee will ensure that the system is checked every two weeks to ensure that the system is working properly and that the date and time are correct. Any CCTV breakdown or system failure will be notified to the Police and Local Authority immediately & remedied as soon as practicable. Repair records / invoices shall be kept on site for at least 12 months and be readily available to be viewed by all authorised persons upon request.
28. There shall be no consumption of alcohol in areas not covered by CCTV.

Incident Log

29. An incident log shall be kept at the premises and made available on request to an authorised officer of the Camden Council or the Police. It must be completed within 24 hours of the incident and will record the following:
 - a) all crimes reported to the venue
 - b) all ejections of patrons
 - c) any complaints received concerning crime and disorder and public nuisance
 - d) any incidents of disorder
 - e) all seizures of drugs or offensive weapons
 - f) any faults in the CCTV system, searching equipment or scanning equipment
 - g) any refusal of the sale of alcohol including date, time and name of staff member
 - h) any visit by a relevant authority or emergency service.
30. A record shall be kept detailing all refused sales of alcohol. The record should include the date and time of the refused sale and the name of the member of staff who refused the sale. The record shall be available for inspection at the premises by the police or an authorised officer of Camden Council at all times whilst the premises is open

Incident Reporting

31. The police will be called to all incidents of violence and disorder.
32. If a serious assault or sexual offence is committed on the Premises (or appears to have been committed) the management will immediately ensure that:
 - (a) The police (and, where appropriate, the London Ambulance Service) are called without delay;
 - (b) All measures that are reasonably practicable are taken to apprehend any suspects where possible pending the arrival of the police;
 - (c) The crime scene is preserved to enable a full forensic investigation to be carried out by the police; and
 - (d) Such other measures are taken (as appropriate) to fully protect the safety of all persons present on the premises.

Training

33. The licensee shall ensure that staff are trained as appropriate, in respect of relevant licensing law, crime scene best practice and upon the sale of alcohol to those under the influence of alcohol and persons underage.
34. This training is to be clearly documented and signed and any training for future staff must also be organised at the appropriate time.
35. Refresher training shall be carried out every 6 months. Details of training are to be made available for inspection by Police or other Responsible Authorities, upon request.

SIA

36. Save as otherwise provided in these conditions, the provision of door security shall be risk assessed
37. At all times that licensable activities are being provided on the premises there shall be at least one member of staff and one SIA registered member of door security on the ground floor
38. The minimum number of members of door security on the premises shall increase to 2 from 20:00

39. Where door supervisors are employed, a door supervisors register shall be updated on occasions when door supervisors are employed. The Register is to be made available for Inspection by the Police and/or Licensing Authority. Details to show:

- Full Name.
- Date of Birth.
- SIA Registration Number.
- Date and Hours Worked; and
- Contact telephone number and email address.
- A coloured photocopy of each door supervisors' SIA badge shall be taken by the DPS and retained at the premises

40. Door supervisors will be easily identifiable whilst working at entry/exit points and around the exterior of the building.

Prevention of Public Nuisance

41. A noise management policy must be prepared and implemented at the premises. The noise management policy to be agreed with Camden Council should be periodically reviewed and updated. A copy will always be available to officers on request.

42. No noise generated on the premises, or by its associated plant or equipment, shall emanate from the premises nor vibration be transmitted through the structure of the premises which gives rise to a public nuisance. All loudspeakers shall be sited and isolated from the structure to prevent noise and vibration public nuisance.

43. External doors and windows on the Bidborough Street side of the premises shall remain closed at all times save for immediate access and egress

44. External doors and windows on the Euston Road side of the premises shall remain closed during regulated entertainment except for immediate access and egress.

45. Save in the case of disabled access/egress and in the case of an emergency there shall be no access or egress to the Premises from the Bidborough Street entrance after the following times:

- Monday to Thursday – 00:00
- Friday and Saturday – 00:30
- Sunday 23:00

46. Signage shall be displayed in a prominent position on the premises requesting that customers leave quietly.
47. In the event that a public noise nuisance is established from the provision of regulated entertainment the premises licence holder will, in consultation with the EHO, instal a noise management device to prevent persons in the neighbourhood from being unreasonably disturbed by noise of music from the premises.
48. Staff will monitor external terraces while they are in use.
49. That screens/planters to a height of no less than 2.1m be installed in the terraces facing on to Bidborough Street.

Public safety

Vulnerable Persons

50. The licensee /DPS will ensure that all staff that are customer facing/engaging at the venue are trained, as appropriate, in respect of Welfare and Vulnerability Engagement and that all new staff attend through this presentation.
51. Refresher training to be conducted every six months. A record will be kept of when the training took place and will be made available for inspection by Police or other responsible authority, upon request.
52. Health and safety risk assessments shall be undertaken, and all staff shall be trained therein.
53. The premises will adopt the Ask Angela (or similar) scheme. All staff will be trained in the process to be adopted when any customer "asks for Angela". Should the customer "ask for Angela" the matter will be recorded in the incident log.
54. At all times that the premises are open to the public for the provision of licensable activities there shall be at least one member of staff who is First Aid qualified on duty
55. There shall be an appropriate number of First Aid kits placed throughout the licensed premises with regular checks being conducted by the duty manager to ensure that the kits are in place and properly stocked

56. The use of first aid supplies will be recorded in the daily duty managers' report

57. Regular glass collection shall be undertaken by staff.

Protection of children from harm

58. A Challenge 25 proof of age scheme shall be operated at the premises where the only acceptable forms of identification are recognised photographic identification cards, such as a driving licence, passport or proof of age card with the PASS Hologram.

59. Signage advertising the aforementioned proof of age scheme shall be prominently displayed throughout the premises with a particular emphasis on the alcohol display area and service area.

60. No person under the age of 18 shall be admitted to the premises unless accompanied by an adult

61. When children under the age of 18 are in the premises they will be supervised by a parent or guardian

62. All Children under the age of 18 must vacate the premises by no later than 23:00 hours.

**CAMDEN COUNCIL
LICENSING SUB-COMMITTEE
7TH NOVEMBER 2024
BIDBOROUGH WORKS, BIDBOROUGH STREET, LONDON WC1H 9AU**

**ANNEXES TO THE SUBMISSIONS OF
APPLICANT**

Annex 2 - Index to Management Plan

INDEX TO MANAGEMENT PLAN

CONTENTS

CONTENTS

ABOUT THIS BW SPACE MANAGEMENT PLAN	6
Aim and Objective	7
THE MANAGEMENT COMPANY	9
The Management Team.	10
THE PREMISES	12
Ground Floor	12
Second Floor	12
Third Floor	12
Capacity	13
Floor Plans	14
Premises Licence	14
Licensable Activity	14
MEMBERS	16
Who are we targeting?	16
Membership Tiers	16
What do our members stand for?	18
Curating Our Community	18
STEAM	19
Digital	19
Members & Guest Policy	20
COMMITMENT TO COMMUNITY & RESIDENTIAL AMENITY SPACE	25
Community Memberships	26
Community and affordable workspace policy	26
Our offer to the Community	27
Approach to giving back	29
Community access & Bookings	29
Community Use Policy	30
Code of Conduct	32
LOCATION & ADDRESS	33
TRAVEL PLAN & TRANSPORT	34
Public Transport	34
Train	34
London Underground (TfL)	35
Bus (TfL)	35

1	
Cycling	36
Walking	36
Taxi & Private Hire Vehicles	37
Parking & On-street Parking Control	38
NCP Car Parks	38
ACCESSIBILITY & DISABLED PERSONS	39
DELIVERY AND SERVICING PLAN	40
Goals and Objectives	41
Loading Bay Location	41
Full Policy & Standard Operating Procedure (SOP's) Guidelines.	41
Management of Deliveries – Process	49
Nature of goods to be delivered	49
Size of delivery vehicles	50
Health and safety	50
Noise Management for deliveries and collections	50
Access and Maintenance Plan	50
Waste Management	51
Sanitary waste	52
Pest Control	52
MAINTENANCE & VENUE SERVICING	52
SUPPLIERS & THIRD PARTIES MANAGEMENT	53
Food Subcontractors selection and Safety Protocols	54
CROWD MANAGEMENT	56
Ingress & Egress	57
Dispersal Policy	57
NOISE MANAGEMENT	58
Noise Levels & Monitoring System	59
Internal noise management	60
External Noise Management	60
Noise Complaints Procedure	62
POLICIES AND PROCEDURES	64
Terrace Use Policy	64
Flagpole	69
Children and Vulnerable Persons	69
Lost Children Policy.	70

Alcohol Management Policy - training, challenge 25, refusal log	70
Drugs and Prescribed Drug Policy.	71
2	
Smoking Policy & Area Management	72
Search Policy	73
Prohibited Items	74
Complaints Policy and Procedure - anti social behaviour	74
Incident and Crime Scene Management	75
Incident Recording and Reporting	76
SECURITY PROCEDURES	77
PREVENTION OF CRIME	79
CCTV	79
CLEANING	80
MEDICAL & FIRST AID	81
PRAYER AND MULTI FAITH CONTEMPLATION ROOM 8	82
HEALTH AND SAFETY	82
Risk Assessment	82
Risk Policy Statement	84
Emergency Evacuation Plan	84
Emergency Access and RV Point.	85
Fire Risk Assessment	86
Fire Evacuation Procedure	86
Designated Fire Wardens	87
COUNTER TERRORISM PLAN	87
Suspect Package Procedure	88
Bomb Threat Procedure	90
Firearms and Weapon Attack Procedure	91
Dynamic Lockdown Procedure	91
COMMUNICATION PLAN 92	
Crisis Communications Plan	93
Council, Police & Local Authorities	94
Residents & Community	94
Local Stakeholders & Businesses Communication Plan	95
ADVERSE WEATHER PLAN	95

EMPLOYMENT AND TRAINING PLAN	96
SUSTAINABILITY PLAN	100
ENERGY EFFICIENCY AND RENEWABLE ENERGY PLAN	101
APPENDICES	102
APPENDIX 1 – Floor Plans / approved GA plans	102
APPENDIX 2 - Fire exits	104
APPENDIX 3 - Fire meeting point	106
APPENDIX 4 - Ingress / Egress routes	107
APPENDIX 5 - Dispersal & Security & Uber Map	108
APPENDIX 6 – Parking	108
APPENDIX 7 - Loading Bays	109
APPENDIX 8 - Delivery and Servicing Flow Chart	110
APPENDIX 9 - Supplier Form.	111
APPENDIX 10 - Premises Licence	112
APPENDIX 11 - Electrical installation inspection certificate	112
APPENDIX 12 - Emergency electrical installation inspection certificate	112
APPENDIX 13 - Acoustics Report	112
APPENDIX 14 - Sustainability Plan	112
APPENDIX 15 - Energy Efficiency and Renewable Energy Plan	112
APPENDIX 16 - Firefighting equipment inspection certificates.	112
APPENDIX 17 - Fire Risk Assessment.	112
APPENDIX 18 - Fire rated doors	112
APPENDIX 19 - Fire Alarm Commissioning Certificate	112
APPENDIX 20 - Copy of Planning Application	112
APPENDIX 21 - Emergency Lighting Commissioning and Inspection Certificate.	112
APPENDIX 22 - Certificate of chlorination for water supply	112
APPENDIX 23 - Gas safety certification	112
APPENDIX 24 - Sprinkler plans and certification	112
APPENDIX 25 - Fire suppression certificate.	112
APPENDIX 26 - Certification of LTHW & CHW quality	112
APPENDIX 27 – Building Control Certificate	112
APPENDIX 28 – Public Liability Insurance	112

**CAMDEN COUNCIL
LICENSING SUB-COMMITTEE
7TH NOVEMBER 2024
BIDBOROUGH WORKS, BIDBOROUGH STREET, LONDON WC1H 9AU**

**ANNEXES TO THE SUBMISSIONS OF
APPLICANT**

Annex 3 - Index to Operators Handbook

**Lambert
Smith
Hampton**

OCCUPIER'S HANDBOOK



CAMDEN TOWN HALL, 5 JUDD STREET, LONDON. WC1H 9JE

CONTENTS

1.0	INTRODUCTION AND RELEVANT PARTIES.....	6
	WHO IS THE LANDLORD?	6
	WHO ARE THE MANAGING AGENTS?.....	6
	WHO ARE THE MANAGING AGENTS TEAM?	6
	OUT OF HOURS EMERGENCY CONTACT	7
2.0	TENANT’S RESPONSIBILITY	9
	2.1 Repairs and Maintenance	9
	2.2 Permit to Work Procedures	10
	2.3 Noisy Works.....	10
	2.4 Wayleave Requirements.....	10
	2.5 General Issues	10
	2.6 Exclusions	10
	2.7 Safety of Council Staff and Visitors	10
	2.8 Council Property	10
	2.9 Community Access and Bookings	11
	2.10 Use of Shared Areas.....	11
	2.11 Service Lifts	11
	2.12 Access and Egress Areas, Routes and Policies (for staff, guests and contractors)	11
	2.13 Guest Services	11
	2.14 Disabled Access	11
	2.15 Use of Accessible Facilities in Shared Areas.....	11
	2.16 Children and Vulnerable Persons (including Safeguarding).....	11
	2.17 Lost Children.....	12
	2.18 Restrooms.....	12
	2.19 Lost Property	12
	2.20 Interactive Directories	12
	2.21 WiFi.....	12
	2.22 Waste and Recycling and Waste Management	12
	2.23 Pest Control	12
	2.24 Air Conditioning	12
	2.25 Use of Judd Street Entrance	12
	2.26 Solicitation, Fraud, Anti Money Laundering and Bribery	13
	2.27 Advertising.....	13
	2.28 Property Photography and Location Shooting	13
	2.29 Promotional Material, Use of Council IP/Logos, Leaflet Distribution	13

2.30	Council Employee Discount Scheme	13
2.31	Terrace Use Policy and Guidelines	13
2.32	Access and Maintenance Plan	13
2.33	Delivery and Servicing Plan.....	13
2.34	Community Affordable Workplace Policy	14
2.35	Membership Model	14
2.36	Community Use Policy	14
2.37	Crowd Management Plan	14
2.38	Dispersal Policy.....	14
2.39	Management Plan	14
2.40	Licensable Activities	14
2.41	Crisis Communication Plan with Neighbouring Premises.....	14
2.42	Noise Management.....	14
2.43	Complaints Policy and Procedures.....	15
2.44	Security Procedures.....	15
2.45	Drug and Alcohol Policies	15
2.46	Animals and Pets.....	15
2.47	Prevention of Crime, Violent Incident and Counter Terrorism	15
2.48	Smoking Policy and Area Management.....	15
2.49	Event Management Plan.....	15
2.50	Light Pollution.....	15
2.51	Flagpole Access.....	15
3.0	COMMON AREAS AND SERVICES – LANDLORD’S RESPONSIBILITIES	16
3.1	Description	16
3.2	Summary of Common Systems and Services	16
4.0	BUILDING PROCEDURES.....	17
4.1	Security & CCTV	17
4.3	Intruder Alarm.....	17
4.4	Access & ID Cards.....	17
4.5	Access Equipment	17
4.6	Couriers and Post	17
4.7	Parking	17
4.8	Deliveries & loading arrangements.....	17
4.9	Lifts	18
4.10	Floor Loadings	18
4.11	Refuse Collection and Disposal	18

4.12 Window Cleaning.....	18
4.13 Damaged Window.....	18
4.14 Fire Alarm.....	18
4.15 BMS Control and Access.....	18
4.16 Window Cleaning.....	19
4.17 Cleaning Equipment.....	19
4.18 Health and Safety.....	19
4.19 Health and Safety Site Log Book.....	19
4.20 Smoking and Vaping.....	19
4.21 Accidents and Injury.....	19
4.22 Medical Emergencies.....	19
4.23 Signage.....	20
4.24 Asbestos.....	20
4.25 Occupiers Works.....	20
4.26 Approval of Works.....	20
4.27 Locks.....	20
4.28 Key Holder Register.....	20
4.29 Opening and Closing of the Building.....	20
4.30 Out of Hours Charges.....	20
4.31 Booking Systems and Policies for Other Parts of the Building.....	21
4.32 General Management Regulations.....	21
EMERGENCY PROCEDURES AND EVACUATION PLAN.....	23
5.0 Fire Strategy.....	23
5.1 Fire Prevention and Fire Evacuation.....	23
5.2 Introduction.....	23
5.3 Evacuation Plan.....	23
5.4 Designated Fire Wardens.....	23
5.5 Fire Evacuation Drills.....	23
5.6 Lifts.....	24
5.7 Re-entering the building.....	24
5.8 Fire Extinguishers.....	24
5.9 Risk Assessments.....	24
5.10 Fire Risk Assessments.....	25
5.11 Power Failure.....	26
5.12 Gas Escape.....	26
5.13 Major Flooding.....	27

5.14 Bomb Threat.....	28
6.0 PAYMENTS AND CHARGES	31
6.1 Annual Rent.....	31
6.2 Utilities and Billing Arrangements	32
7.0 HEALTH, SAFETY AND ENVIRONMENTAL POLICY	33
7.1 Permission to access procedures	33
7.2 Electrical Testing.....	33

**CAMDEN COUNCIL
LICENSING SUB-COMMITTEE
7TH NOVEMBER 2024
BIDBOROUGH WORKS, BIDBOROUGH STREET, LONDON WC1H 9AU**

**ANNEXES TO THE SUBMISSIONS OF
APPLICANT**

Annex 4 - Arup report

Il Bottaccio

Camden Town Hall Fitout

Bidborough Works - Operational Noise Emission Assessment

Reference: AAVT/298097-03/R04-nc

00 | 30 October 2024



This report takes into account the particular instructions and requirements of our client. It is not intended for and should not be relied upon by any third party and no responsibility is undertaken to any third party.

Job number 298097-03

Ove Arup & Partners Limited
8 Fitzroy Street
London
W1T 4BJ
United Kingdom
arup.com

Document Verification

Project title Camden Town Hall Fitout
Document title Bidborough Works - Operational Noise Emission Assessment
Job number 298097-03
Document ref AAVT/298097-03/R04-nc
File reference

Revision	Date	Filename	241030 R04issue-nc
00	30 October 2024	Description	Issue

	Prepared by	Checked by	Approved by
Name	Ned Crowe	Philip Wright	Philip Wright
	B	BEng MA PhD	BEng MA PhD
	M	CEng MIOA	CEng MIOA
Signature			

Filename	
Description	

	Prepared by	Checked by	Approved by
Name			
Signature			

Filename	
Description	

	Prepared by	Checked by	Approved by
Name			
Signature			

Issue Document Verification with Document

Contents

1.	Introduction	1
1.1	Assessment method	1
1.2	Building envelope upgrade	1
2.	Licensing Conditions	2
2.1	Events inside on Levels 2 and 3	2
2.2	Patron and background music on the Level 3 terraces	2
3.	Sound level measurements, 18 October 2024	3
3.1	Date, times and personnel	3
3.2	Equipment	3
3.3	Sound egress from inside Levels 2 and 3	3
3.4	Sound transmission from the southeast terrace	6
4.	Measured Ambient and Background Noise Levels	8
5.	Assessments	9
5.1	Sound egress from inside Levels 2 and 3	9
5.2	Sound egress from the southeast terrace	11
6.	Conclusion	14

Tables

Table 1:	Measured ambient and background noise levels	8
----------	--	---

Figures

Figure 1:	Source and receiver location for Level 2 internal measurements	4
Figure 2:	Source and receiver location for Level 3 internal measurements	4
Figure 3:	Source positions on Levels 2 and 3 of Camden Town Hall	5
Figure 4:	Receiver location on Level 3 of Queen Alexandra Mansions	5
Figure 5:	Source and receiver location for Level 3 terrace measurements	6
Figure 6:	Source location for Level 3 terrace measurements	7
Figure 8:	Internal music sound pressure levels at 1m from the inside of the glazing, inaudible in QAM	9
Figure 9:	Measured ambient noise levels inside bedrooms of QAM with the sash windows fully open	10
Figure 10:	Noise level from people chatter and amplified music at 1m from a loudspeaker at the edge of the southeast terrace such that it was just not audible in the Level 3 bedroom at around 2100	11
Figure 11:	Proposed acoustic screen	12

1. Introduction

Further to a major refurbishment of Camden Town Hall, Il Bottaccio is the tenant of the Event Space as well as the basement, second and third floors which comprise the Bidborough Works (BW). Camden Council, the owner of the building, will continue to have operational spaces on the ground and first floor.

There are residential properties close to the building – of particular note, the apartments of Queen Alexandra Mansions (QAM) on Bidborough Street, 12m to the south – which may potentially be affected by operational noise from BW. In the interests of these local residents, planning conditions and licence requirements have been established by Camden Council to limit the levels of sound egress from the operation of the Il Bottaccio tenancy. Further to a previous study on sound emission from the Events Space (*Event Space Sound Emission Assessment, 13 November 2023*) and the subsequent granting of a licence for this space on 23 November 2023, Arup has been appointed to make an assessment of operational noise emission from the Bidborough Works, and the potential for disturbance or nuisance.

This report sets that assessment out, specifically covering:

- Noise from patrons and amplified music within Level 2 and 3 of the Bidborough Works
- Noise from patrons and background music on the Level 3 terraces

Note that this report does not address noise emissions from plant, as this has been dealt with separately and the relevant planning conditions discharged.

1.1 Assessment method

These sources of emission have been assessed firstly with the aid of sound level measurements conducted on the evening of 18th October 2024, using a loudspeaker to simulate operational noise within and outside BW, and corresponding sound measurements and listening within bedrooms in QAM above the Dolphin Pub opposite on Bidborough Street.

In addition, previous measurement survey data at Camden Town Hall and Bidborough Street have been used to take account of the range of ambient and background noise levels that may occur.

Thirdly established source and propagation calculations have also been made to inform the assessment on propagation of people noise.

By these methods, inferences have been drawn on associated limiting operational sound levels, implications for patron management, and the potential for disturbance or nuisance to residents, for each of the sources above.

1.2 Building envelope upgrade

It is relevant to note that as part of the refurbishment of Camden Town Hall, new 8.8mm thick laminated glass was installed to refurbished frames on all levels. In addition, new 10/12/6.4mm laminated double glazing was installed as secondary glazing inside all external windows. Whilst these elements are openable, the building is fully mechanically ventilated so there is no need to open the windows. All internal access onto the Level 3 terraces is via sound lock lobbies with acoustic doorsets.

2. Licensing Conditions

The operation of the BW will be subject to conditions set out in the Operating Schedule. Arup has been provided with a copy of the proposed Operating Schedule. A summary of the key noise related items is set out in the sections below. From a noise perspective, the ultimate goal is the prevention of public nuisance.

2.1 Events inside on Levels 2 and 3

Condition 42 of the Operating Schedule states:

“No noise generated on the premises, or by its associated plant or equipment, shall emanate from the premises nor vibration be transmitted through the structure of the premises which gives rise to a public nuisance. All loudspeakers shall be sited and isolated from the structure to prevent noise and vibration public nuisance.”

Arup’s view on the practical implication of these requirements is that entertainment noise emissions should essentially not be audible inside nearby residential premises, when windows are open.

In addition, Condition 43 of the Operating Schedule states:

“External doors and windows on the Bidborough Street side shall remain closed at all times except for immediate access and egress.”

2.2 Patron and background music on the Level 3 terraces

There are four terraces on Level 3 – one on each corner of the building. The most sensitive adjacencies are the two south terraces which face Queen Alexandra Mansions on Bidborough Street.

The Operating Schedule states that the terraces will be open during the following hours:

16th Oct – 15th March: Mon–Sun: 09.00 – 19.00

16th March – 15th Oct: Mon–Sun: 09.00 – 21.00

Condition 42 of the Operating Schedule is also relevant to activity on the terraces. It is Arup’s view on the practical implication of these requirements is that amplified background music from the terraces should essentially not be audible inside nearby residential premises, when windows are open. It is also Arup’s view that conversational noise from patrons on the terraces, if unintelligible and of a similar level to other existing ambient sounds, is unlikely to be disturbing or cause nuisance.

Condition 49 of the Operating Schedule states:

“Screens/planters to a height of no less than 2.1m be installed in the terraces facing on to Bidborough Street.”

3. Sound level measurements, 18 October 2024

3.1 Date, times and personnel

Measurements were conducted on the evening of Friday 18th October 2024 between the hours of 2100 and 1115 by Viviam Reyes and Ned Crowe of Arup. During the measurements there was no rain and a light wind.

Also present were Emilie Edberg and Joseph D'Anna of Il Bottaccio.

3.2 Equipment

The following equipment was used to conduct the sound level measurements:

- 2No. Brüel & Kjær Type 2250 Sound Level Analysers
- JBL EON G2 Active Loudspeaker
- Nti Minirator signal generator
- Macbook Pro for simulated audio signals

The sound level meters and microphones are Type 1, conforming to BS EN 61672-1: 2003. The sound level meter and microphone were calibrated before and after use, to confirm that there was no significant drift in meter response at the calibrator frequency and level. This verification indicated that there was no more than a 0.1 dB variation between checks. The meter is annually calibrated and this calibration is traceable to international standards. All measurements were made with A-weighting and fast (0.125 s) time constant.

3.3 Sound egress from inside Levels 2 and 3

The location of the sound source used on each of the Level 2 and Level 3 floors, relative to the receiver location, is set out in the figures below. In each case, the centre of the loudspeaker was set at a height of 1.6m above local floor level, to simulate standing head level, and the receiver position was inside the nearest bedroom in QAM on Level 3, with the window open.

The kitchen on Level 2 of BW was used as the source location on that level. Whilst the kitchen will not be used for amplified music and people events, this space was chosen as the closest position on Level 2 to the available receiver location in QAM, and so can be considered as an equivalent geometrical relationship to the Auditorium relative to the apartment directly opposite.

The process involved playing a very high level of amplified music followed by pink noise and then listening and measuring in the nearest bedroom. The track used for the tests was 'Get Lucky' by Daft Punk, which has a repetitive rhythmic pattern with a heavy bass line. In each case, the ambient noise level in the bedroom was measured in the absence of the music or pink noise. The intention was then to play the music and pink noise sources, and reduce their levels until they were not audible in the bedroom to establish limiting source levels. In practice, even at the highest replay levels generated (105dBA measured at a location 1m inside the BW window) neither source was audible in the bedroom.

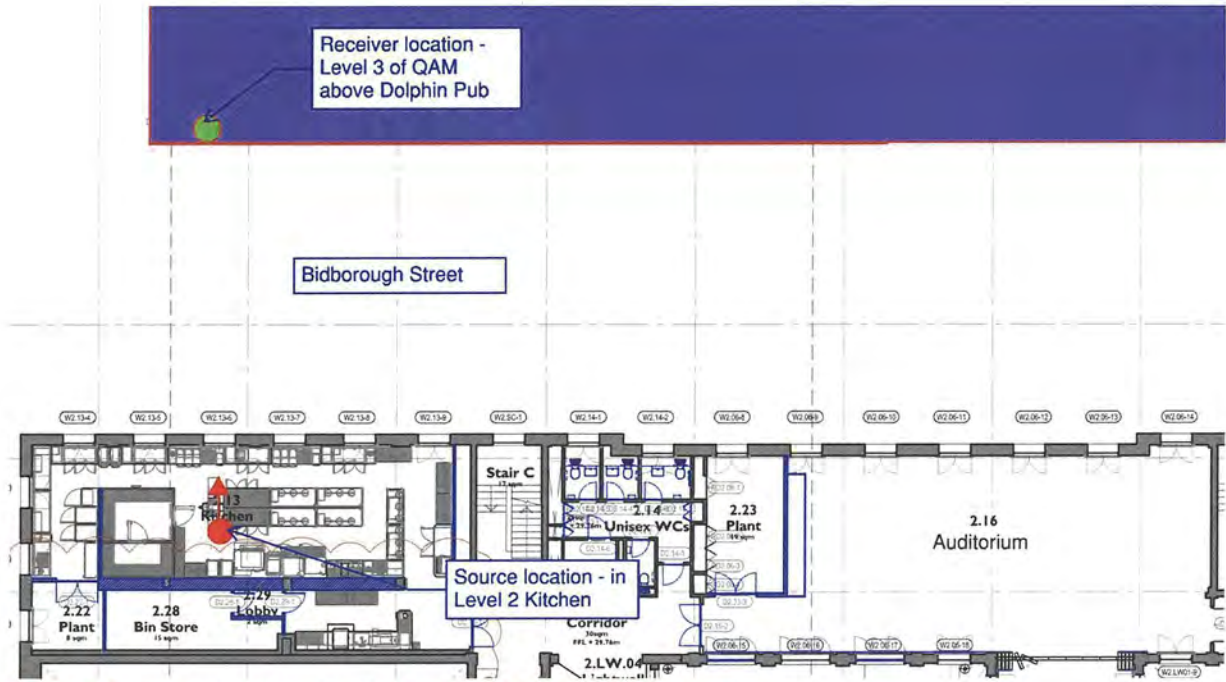


Figure 1: Source and receiver location for Level 2 internal measurements

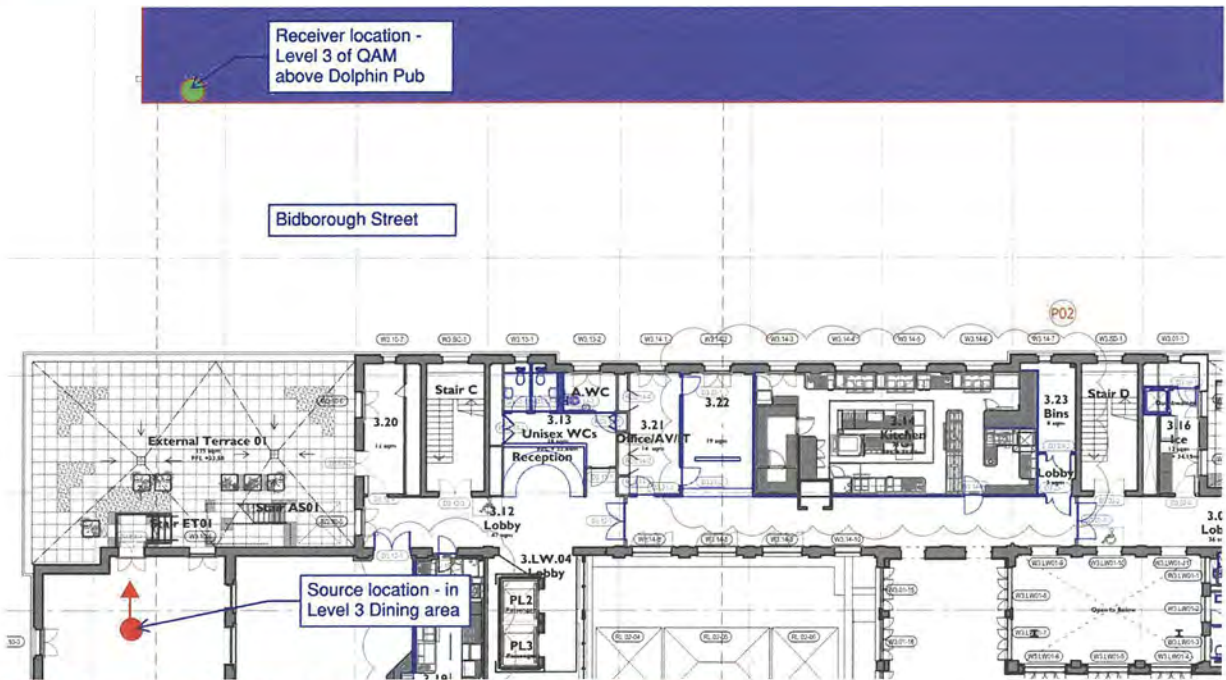


Figure 2: Source and receiver location for Level 3 internal measurements



Figure 3: Source positions on Levels 2 and 3 of Camden Town Hall



Figure 4: Receiver location on Level 3 of Queen Alexandra Mansions

3.4 Sound transmission from the southeast terrace

A similar process was used to investigate the sound transmission from the Level 3 terrace to the nearest bedroom.

In this case, first music and then people noise (a soundtrack of people speaking) was played from the sound source, and in each case the level was adjusted until the sound was just inaudible inside the nearest bedroom. At this point, the sound pressure level was measured both at the edge of the terrace and in the bedroom.

In addition, pink noise was played at a sufficiently high level from the noise source such that it was clearly above the prevailing ambient noise in the bedroom to allow the sound level difference between terrace and bedroom to be quantified.

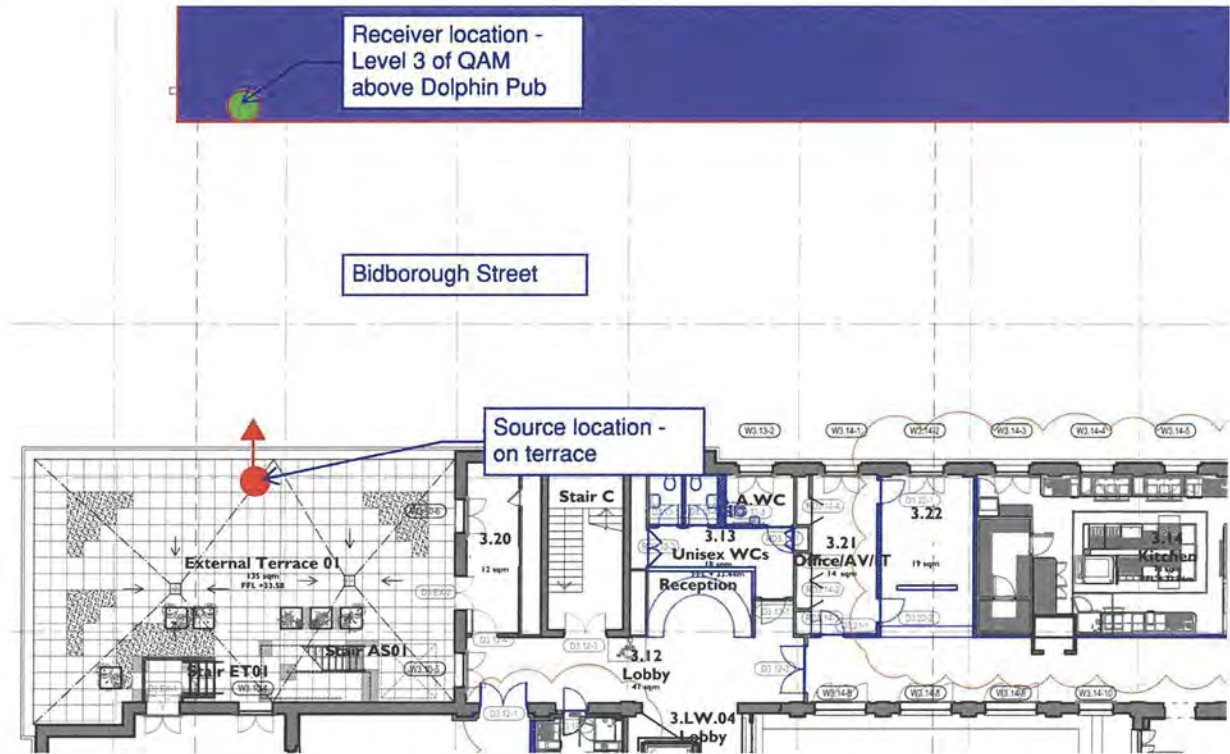


Figure 5: Source and receiver location for Level 3 terrace measurements



Figure 6: Source location for Level 3 terrace measurements

4. Measured Ambient and Background Noise Levels

As well as the measurements obtained on 18th October 2024, Arup has data from previous surveys at Camden Town Hall, and these have also been referred to. This includes measurements taken within the QAM apartments with window open in November 2023, and a survey taken over a number of days on the roof terrace of Camden Town Hall in 2016, which indicates the trends in ambient and background noise levels that occur through the day, evening and night.

Both ambient and background noise levels are important because they affect how audible or potentially disturbing an activity may be, and they are naturally influenced by local activity, as well as changing levels of road traffic activity in the area. On 18th October 2024 patrons of The Dolphin were seated outside the pub, and their conversation contributed to the ambient noise in a manner that would not always occur. Therefore, data from previous surveys has been referred to, to take account of this.

Key measured ambient and background levels that are relevant to this assessment are presented below.

Time and date	Location	Ambient noise Level dBL _{Aeq}	Ambient noise Level NR L _{eq}	Background noise Level dBL _{A90}
2202, 18 October 2024	Level 3 bedroom, QA Mansions	52	48	48
2222, 18 October 2024	Level 3 bedroom, QA Mansions	52	48	49
0000, 2 November 2023	Level 1 bedroom, QA Mansions	42	37	39
2100, December 2016	Roof Terrace, Camden Town Hall	52	47	49
0000, December 2016	Roof Terrace, Camden Town Hall	50	46	47
0200, December 2016	Roof Terrace, Camden Town Hall	49	45	46

Table 1: Measured ambient and background noise levels

From these data the following inferences can be made:

1. When patrons are not seated outside The Dolphin, both ambient and background noise levels within the nearby apartments may be around 8dB or 9dB lower than they were on 18th October 2024.
2. There is likely to be an approximately 1dB or 2dB change (reduction) in ambient and background noise levels between 2100 and 0000, and a further 1dB change (reduction) from 0000 to 0200.

5. Assessments

5.1 Sound egress from inside Levels 2 and 3

The figure below sets out the measured sound pressure levels from amplified music played from a source 1m inside the glazing of Levels 2 and 3 of Camden Town Hall, directly facing Queen Alexandra Mansions. These levels both equate to single figure values of 105dB_{L_{Aeq}}.

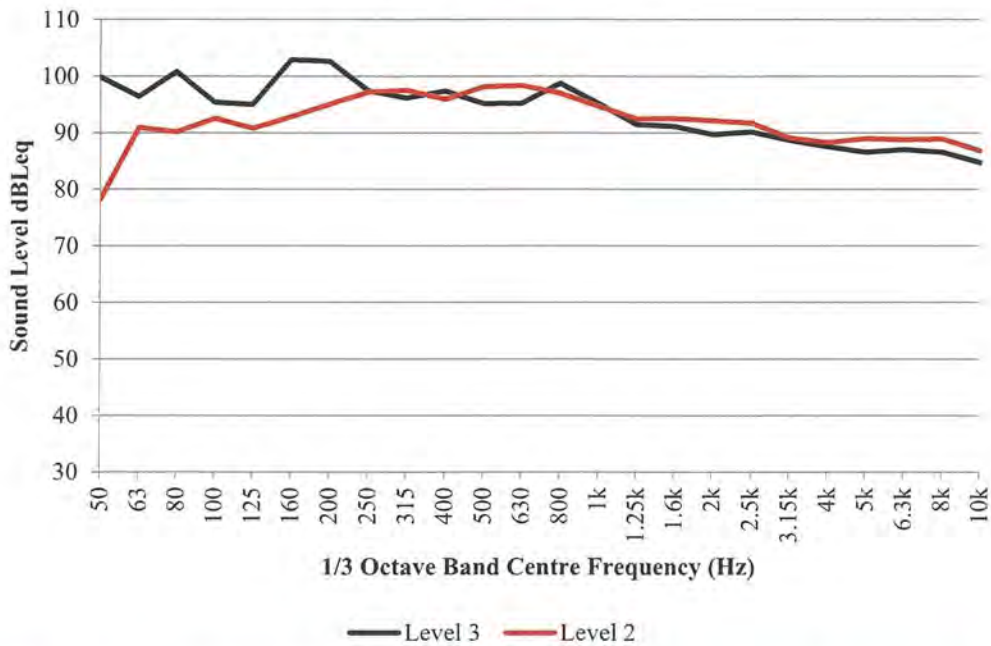


Figure 7: Internal music sound pressure levels at 1m from the inside of the glazing, inaudible in QAM

In both cases, the amplified music was not audible above the prevailing ambient noise in the Level 3 bedroom in Queen Alexandra Mansions (above the Dolphin Pub), with the window open.

At the time of the measurements (between 2200 and 2225), a significant component of the ambient noise level was generated by people sitting outside the pub below. Section 4 above presents ambient noise levels inside the first-floor bedroom conducted by Arup in November 2023, when patrons were not seated outside The Dolphin. Corresponding measured spectrums are shown below.

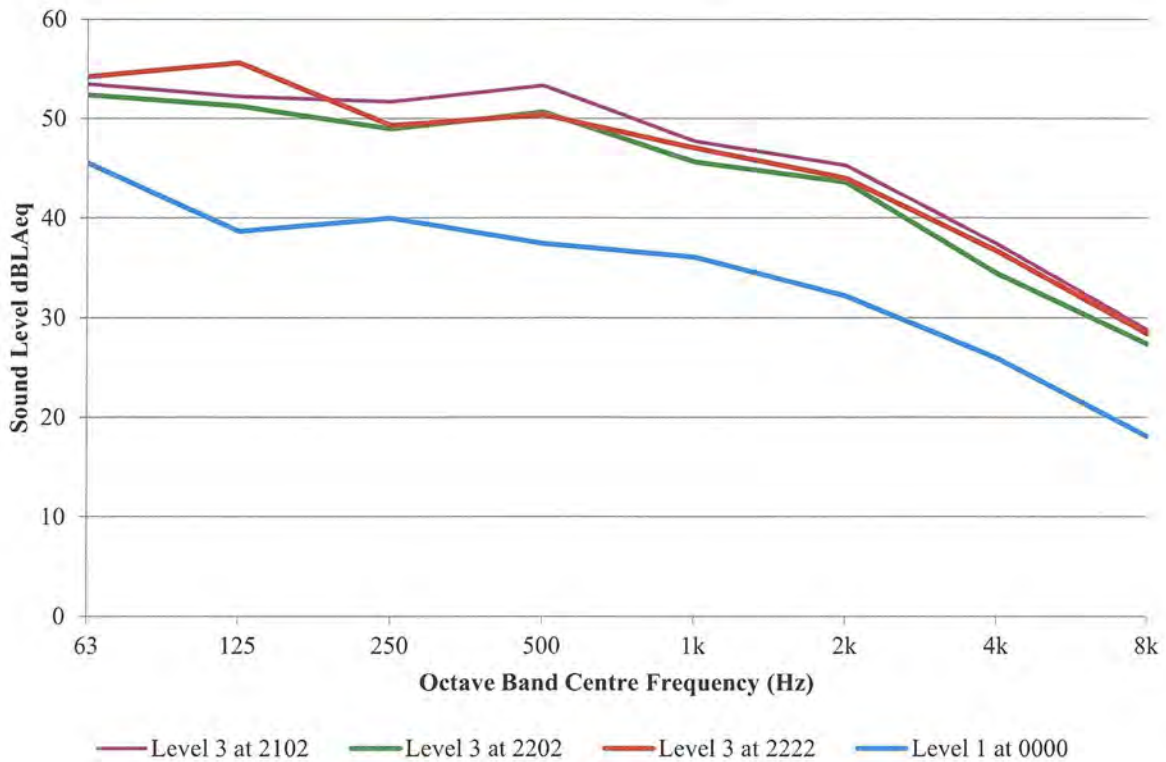


Figure 8: Measured ambient noise levels inside bedrooms of QAM with the sash windows fully open

The lower measured levels in 2023 would provide a lower masking of music noise. Overall it is reasonable to deduce that for entertainment events inside Levels 2 and 3 up to 0200, amplified music with levels not exceeding approximately 95dBL_{Aeq} would not be expected to be audible inside the nearest bedrooms in Queen Alexandra Mansions, when they have their sash windows fully open.

There are naturally variables in terms of the music being played, its frequency content, and the distribution of the sound field within BW associated with particular replay equipment installation. So while this exercise gives confidence that music break-out presents a low risk of disturbance, an exercise to ensure that the actual operational installation is inaudible is advisable.

5.2 Sound egress from the southeast terrace

The figure below presents the measured sound level at 1m from the loudspeaker at the edge of the southeast terrace at which people chatter and amplified music respectively were not audible in the Level 3 bedroom with the sash window fully open in the presence of ambient noise at around 2100. These values equate to 79dB_{L_{Aeq}} for people chatter and 67dB_{L_{Aeq}} for amplified ‘background’ music.

The ambient noise level at the time in the Level 3 bedroom was 54dB_{L_{Aeq}}, the spectrum of which is included in Figure 8. This ambient noise was largely driven by people talking at tables outside the pub directly below the window.

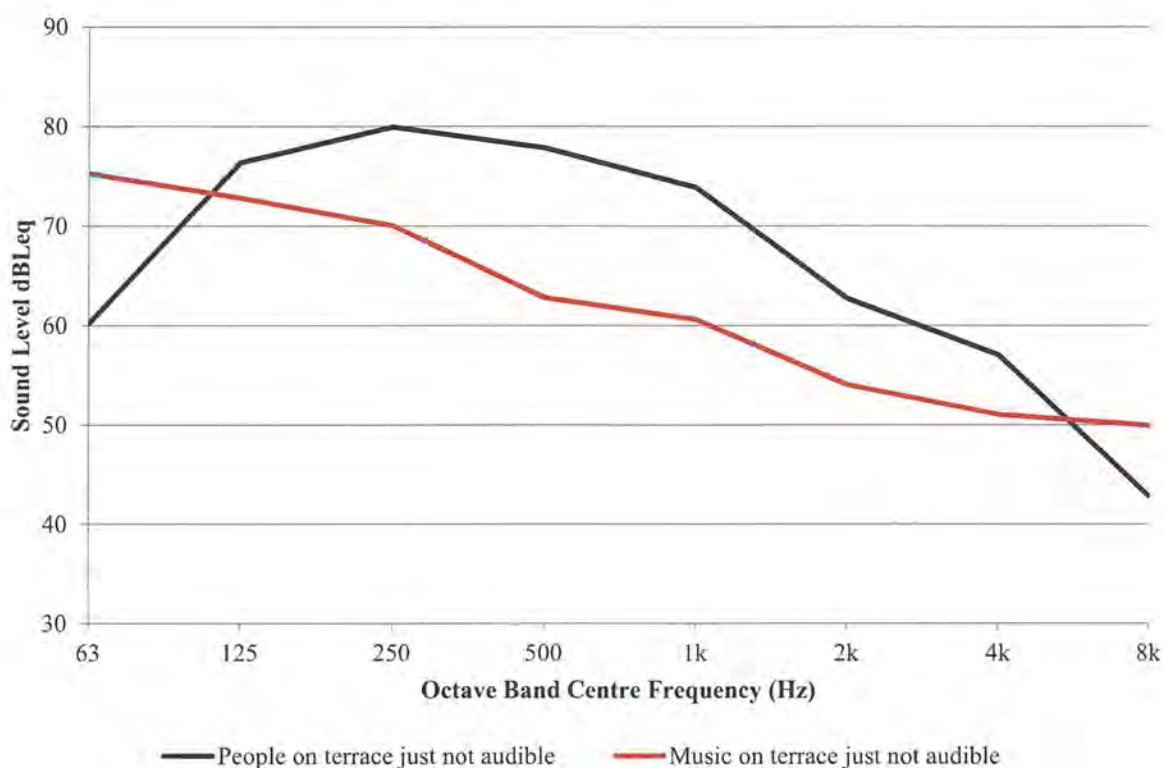


Figure 9: Noise level from people chatter and amplified music at 1m from a loudspeaker at the edge of the southeast terrace such that it was just not audible in the Level 3 bedroom at around 2100

Whilst at the time of Arup’s measurements at 2100, the internal noise level with the sash window fully open was 54dB_{L_{Aeq}}, there will be other evenings when the pub has nobody sitting outside, resulting in lower internal ambient noise levels at 2100.

With reference to the ambient and background levels presented in Section 4 above, it can be deduced that on evenings when there is nobody sitting outside the pub, the ambient noise level inside a bedroom on QAM with the sash window full open at 2100 may be around 2dB higher than the 42dB_{L_{Aeq}} measured by Arup at midnight in November 2023 – i.e. approximately 44dB_{L_{Aeq}}.

5.2.1 Screens

We understand that solid screens are proposed for the terraces with a minimum height of 2.1m. Screens should have a minimum continuous surface mass of 10kg/m² and will provide attenuation where they cut the line of sight between sources and receivers, and these would therefore provide some attenuation of propagation to many of the apartment windows. However, QA Mansions have apartment windows that are more elevated than the southwest terrace of the BW, and therefore a screen would be less beneficial for the southwest terrace than for the southeast. The screen would however be beneficial for terrace sound sources very close to the screen, as these will not have an angle of view to the highest apartment windows.

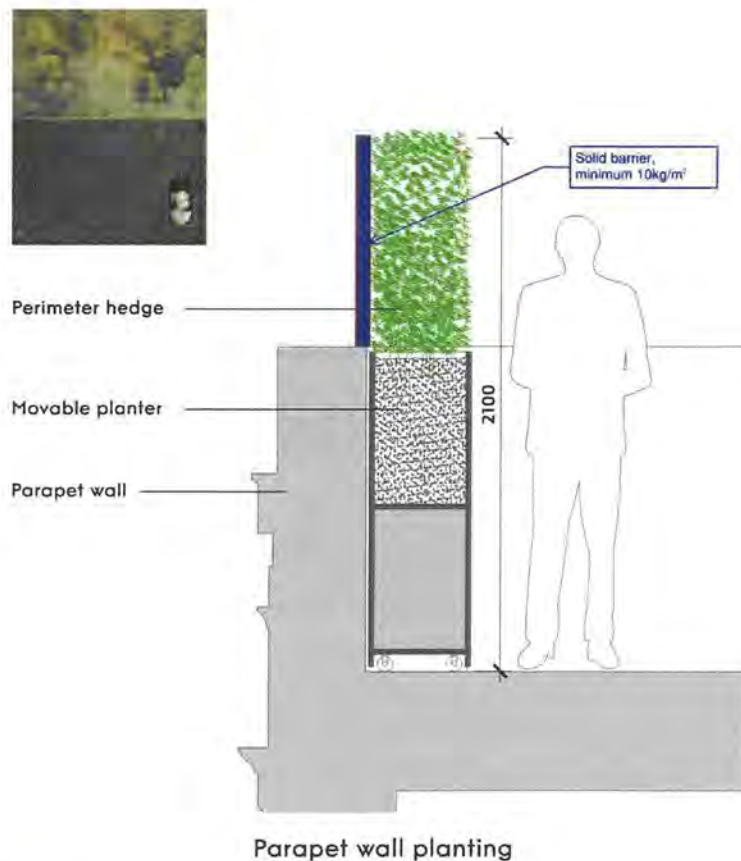


Figure 10: Proposed acoustic screen

5.2.2 Amplified background noise

For the best control of music noise propagation, while providing patrons on the terrace with the best experience possible, loudspeakers used for background music should be orientated such that they face away from the residential properties, and are placed close to a screen such as in the sketch above. This is expected to be beneficial for both of the south terraces.

It is important that this remains inaudible in the adjacent apartments since repetitive music can be more disturbing than speech. Arup’s recommendation is that on completion of the terrace screen works and installation of loudspeakers, an exercise is conducted to establish limiting levels from the loudspeakers to ensure that music will not be audible in the nearest residential property with the windows fully open. On this basis any risk of disturbance or nuisance from this source will be avoided.

5.2.3 Patron Noise

Relating the levels discussed above to a number of people on the terrace is not a straightforward process. People will talk at a variety of sound levels, will not all speak at the same time and stand in a variety of different positions and different orientations to the residential properties opposite. Given the significant distance between the two terraces on the south side (45m) relative to the distance from the terraces to the nearest residential buildings (12m), it is a reasonable assumption that for a residential property directly opposite one terrace, there will be no significant contribution of noise from the other. The case where there is a residential apartment mid-way along QAM equidistant between the two terraces (27m away from each) is less onerous than where there is an apartment directly opposite one terrace, which is taken as the worst case.

Normal voice effort based on ISO 9921:2003 *Ergonomics — Assessment of speech communication* corresponds to a sound pressure level between 60 and 65 dBA at a distance of 1m from the mouth. However, the Lombard effect means that the voice effort increases as a function of the ambient noise level. A typical speech level at 1m from the mouth of a patron on the roof terrace for a normal vocal effort and a raised voice

effort would be approximately 65 dBA to 70 dBA at 1m. (This is roughly the level of sound at the terrace perimeter that was inaudible on 18th October.)

Using the above assumptions around voices as sources, it is possible to estimate transmitted sound levels to apartments. Assuming half of the maximum number of patrons on the terrace are speaking at normal level at a given time, even if they all face the apartments directly, the projected patron noise level in the nearest bedroom would be around 44dB_{L_{Aeq}} – matching the expected existing ambient noise inside the apartment when there are no people outside the pub, and significantly below the level of sound transmitted by people to the nearest windows when they are outside the pub. In this scenario, conversations between patrons on the terrace will be audible, but unlikely to be intelligible and similar in magnitude to existing source levels. In reality, people will be spread out and be in different orientations, and the proposed screen will provide additional control such that noise transmitted to the apartments will be even lower.

On this basis, with the proposed screen, and the limited number of patrons, and assuming that they are well behaved (not rowdy behaviour or regularly raising their voices), we consider the risk of disturbance, or nuisance, caused by patron noise to residents of QAM to be low.

6. Conclusion

Though a series of recent measurements, reference to historic measurements of the environmental noise climate and calculations, Arup has assessed the risk of disturbance or nuisance caused to the nearest residence of Queen Alexandra Mansions from:

- Noise from patrons and amplified music within Level 2 and 3 of the Bidborough Works
- Noise from patrons and background music on the Level 3 terraces

In summary:

- Music sound levels within Levels 2 and 3 of the Bidborough Works of up to $95\text{dB}_{L_{Aeq}}$ is not expected to be audible inside the nearest residential properties of Queen Alexandra Mansions with the sash windows fully open up to 0200. It is noted that the windows of the elevation of the Bidborough Works facing Queen Alexandra Mansions were recently reglazed with the addition on secondary double glazing and that doors and windows will be kept closed at all times except for immediate access and egress.
- Background music sound levels on terraces will be inaudible inside the nearest residential properties with the windows full open. This will be achieved through a combination of acoustic screens, strategic loudspeaker position (close to the screens), careful direction of throw (away from the residential apartments) and control of sound levels.
- Conversation noise from patrons on the terraces, whilst potentially being audible, is not expected to cause disturbance or a public nuisance in the residential apartments opposite. This assessment takes account of the control of the number of patrons allowed on the terraces at one time, control of the hours at which patrons can access the terraces, and the use of acoustic screens.

**CAMDEN COUNCIL
LICENSING SUB-COMMITTEE
7TH NOVEMBER 2024
BIDBOROUGH WORKS, BIDBOROUGH STREET, LONDON WC1H 9AU**

**ANNEXES TO THE SUBMISSIONS OF
APPLICANT**

Annex 5 - Letter from Argyle Primary School



Argyle
Primary
School

Tonbridge Street, London, WC1H 9EG

Tel: [REDACTED]

e-mail: [REDACTED]

www.argyle.camden.sch.uk

Headteacher: Jemima Wade

23rd October 24

For the attention of the Licensing Committee in relation to the Bidborough Works application.

My name is Jemima Wade, and I am the Headteacher of Argyle Primary School, where I have served for the past 25 years.

Throughout my tenure, I have witnessed first-hand the positive transformation brought about by investment in local businesses, which has contributed to making King's Cross a thriving area, and has not had a negative impact on the immediate surroundings of the school.

After meeting with Eventhia's representatives, touring the premises, and gaining insight into their operational approach and member screening process, I feel confident that this investment could also be a positive development for the area. I do not have concerns that their operation will pose any danger to the children of Argyle Primary School or attract individuals who could cause harm.

On the contrary, I hope that the granting of this licence will enhance the security of the area around the school. Furthermore, I hope that Eventhia, as a professional international operator with a strong cultural program, will be an asset to our community.

I have no objections to the granting of this licence.

Thank you,

[REDACTED]

Jemima Wade
23/10/24



**CAMDEN COUNCIL
LICENSING SUB-COMMITTEE
7TH NOVEMBER 2024
BIDBOROUGH WORKS, BIDBOROUGH STREET, LONDON WC1H 9AU**

**ANNEXES TO THE SUBMISSIONS OF
APPLICANT**

Annex 6 - Schedule of engagement

SCHEDULE OF ENGAGEMENT

by Eventhia Ltd (t/a Bottaccio) with the Local Community (Bidborough Works Licence application)

- 30th January 2024 - Submitted request for pre application consultation to London Borough of Camden (LBoFC)
- 6th February - met with Mayor of Camden and Young Camden Foundation charity
- 8th February 2024 - Site visit of the premises with Esther Jones and Samina Khan (from LBoFC), PC K Cox (Met Police) and Lee Perella (EHO LBoFC)
- 9th February - Resident pre-application consultation meeting in person at the Camden Town Hall. Residents declined site visit to the 2nd & 3rd floor.
- 9th February - meeting with Camden Economic Development team, Kate Gibbs, to discuss membership process
- 10th February - received initial response to pre application consultation meeting from LBoFC
- 23th February - Online call with LBoFC and PC K Cox (Met Police) and Lee Perella (EHO LBoFC) to further consult on the application
- 26th February - Sent further responses to written queries from QAM residents
- 28th February - revised our Operating Schedule and sent to Council
- 28th February - Online call with LBoFC (Afshar Ahmed and Samina Khan) PC K Cox (Met Police) and Lee Perella (EHO LBoFC) following which further revisions of the Operating Schedule were made
- 12th March - Application for premises licence submitted
- 14th March - Proposed site visit with ward/residents
- 18th March - meeting and tour of premises with Havas
- 8th April - Follow up call with Esther Jones (from LBoFC),
- 11th April - Teams meeting with Cllr Jonathan Simpson, Cllr Lotis Bautista, Richard Olszewski, Camden Council
- 17th April - Teams meeting with Cllr Jonathan Simpson, Ward Cllr Lotis Bautista, Ward Cllr Liam Martin-Lane, and the Council
- 23rd April - Meeting with Camden Council to discuss licence application
- 29th April - Teams meeting with Cllr Jonathan Simpson, Ward Cllr Lotis Bautista, Cllr Liam Martin-Lane and Council
- 9th May - Scheduled resident meeting postponed
- 15th May - Meeting with Camden Council to discuss licence application
- 17th May - Resident meeting in-person at Town Hall (20ppl & 3 Wards Cllrs & Council attending)
- 24th May – Application for premises licence withdrawn
- 4th June – Contact with QAM representatives with offer to meet 3 days a week (Tuesday – Thursday)
- 10th June – Contact with BRAG in relation to proposal to meet
- 11th June, Meeting and tour with Amazon

- 20th June – Contact from BRAG and suggested meeting after 6th July and request that "*For consistency, we ask that Eventhia communicate only with Simon, Tom Wakeford and myself on matters concerning community liaison*".
- 27th June - Teams meeting with Young Camden Foundation
- 27th June - Meeting with St Pancras Hotel Group, representatives of The Megaro Hotel, The Derby, The Gyle, The California, Magenta, Hokus Pokus, Spagnoletti
- 27th June - Meeting with Camden Council to discuss licence application
- 28th June – Offer to resident representatives to meet on 8th & 9th July
- 29th June- Met with the St Pancras Renaissance Hotel to consult on the application
- 3rd July - meeting with Camden Economic Development team to discuss membership process and application
- 9th July – Responding to questions and recommendations from BRAG and sending Operating Schedule and s.106.
- 11th July - Teams meeting with LbofC
- 17th July - in person meeting with community representatives
- 18th July - introducing our Membership Director to Head of Inclusive Economy, Camden Council to discuss Community Membership criteria.
- 23rd July - Email exchange with Cllr Jonathan Simpson asking about recommendations for the co-working space and membership programme.
- 29th July - online meeting with Camden Council about the Community Membership
- 30th July - QAM & BRAG tour (and subsequent meeting) of the full premises to walk through the licensing plans and usage of each area
- 31st July - Director of Membership meeting in with Camden economic development team to discuss the Community Membership Strategy.
- 31st July – Following site visit sent the revised deck of usage in relation to licence app to Community representatives
- 1st Aug, Open day tour for Google
- 5th August - Membership director contacting Cllr. Jonathan Simpson to discuss the Community Membership aspect and talk through the Roundhouse Works as a case study
- 8th August - Tour of premises for the management of the Standard Hotel to discuss operations
- 12th August - emailed the Draft Application, Proposed plans (Ground, 2nd and 3rd floors), Operating schedule to Community representatives
- 14th August - emailed ward councillors sharing the Operating Schedule and plans ahead of the submission.
- 15th August - Submitted the new licence application
- 22nd Aug - Meeting with community representative at British Library to view their members room and discuss licence application and plans.
- 23rd August – meeting with Argyle Primary School

- 27th August - Sent email reply to community representative in relation to questions on plans and conditions
- 27th August - Met with QAM resident to discuss application and impact of works
- 28th August - meeting with Camden Head of Property
- 29th August - Phone call with BRAG about application
- 29th August - Meeting with Camden Project Director
- 29th August - Meeting with The Standard Hotel to consult on the application
- 29th August - Meeting with the Dolphin Pub
- 31 August - in person meet with LBoFC about the Community Membership strategy
- 3rd September - Followed up with the ward councillors via email asking for further feedback on application
- 4th September - ongoing engagements with resident associations within Camden borough
- 4th September - meeting with Mayor's office around licence application and community engagement specifically on Somers town area
- 5th September – contacted Argyle Primary School to discuss application
- 6th September - email exchange with Argyle Primary School to further inform them about our plans arrange a meeting in person to discuss management plans
- 10th September - tour of premises upon request from local resident
- 11th September - arranged a meeting with Headteacher at Argyle Primary School
- 11th September - meeting with the Director of The Standard Hotel
- 11th September - meeting with a resident to discuss application
- 17th September - Community Membership Strategy document was agreed with the Council.
- 24th September - meeting with Operational team at the Standard Hotel
- 24th September - community offer discussion with Council
- 26th September - site visit for Argyle Primary School. Head Teacher,
- 26th September - email correspondence with Kayleigh McCue, Camden Brokerage Manager, Camden Learning
- 2nd October - visit to Argyle Primary School to view their grounds and a full tour of the school and offering.
- 2nd October - breakfast meeting with St Pancras Renaissance hotel
- 2nd October - further consultation with the Standard Hotel
- 2nd October - meeting with the Dolphin Pub and updated about the licence application.
- 3rd October - Team attended YCF breakfast briefing; were introduced to representatives from Kings Cross Knowledge Quarter and Young Camden Foundation. Followed up on email to arrange tours of Camden Town Hall. Met Cllr Samata Khatoon, Mayor of Camden
- 4th October - email to Stephen Griffith of Copenhagen Youth Project

- 7th October - discussion with St Pancras hotel about licence application.
- 8th October - meeting with the Council and discussed membership strategy and community offer
- 8th October - EHO Lee Perella stopped by the premises to inspect the management of the premises in relation to the art fair.
- 8th October - meet with owner of Ethio Stores
- 9th October - meeting with Camden Learning - T Level placement discussion with Kayleigh McCue, Camden Brokerage Manager with reference to arranging placements in January 2026
- 11th October - hosted tour with teachers and staff from Argyle Primary School
- 16th October – introduction to Tim Alderidge, Executive Children & Learning to discuss collaborations that support cultural goals of the borough.
- 17th October - meet and consulted with management at the Midland Grand dining room across the road.
- 18th October – acoustic testing carried out
- 21st October - agreed meeting with Stephen Griffith of Copenhagen Youth Project to discuss Community Memberships
- 22nd October - hosted a tour of the full premises for representatives for Related Argent to discuss our operation and offering to the borough.
- 22nd October - hosted a tour of the full premises for representatives from UCL and discussed membership offering for students and young professionals.

**CAMDEN COUNCIL
LICENSING SUB-COMMITTEE
7TH NOVEMBER 2024
BIDBOROUGH WORKS, BIDBOROUGH STREET, LONDON WC1H 9AU**

**ANNEXES TO THE SUBMISSIONS OF
APPLICANT**

Annex 7 - Town Hall Presentation

A COMMUNITY SPACE, REIMAGINED





Cover letter:

The London Borough of Camden and the Bottaccio Group have agreed a 30-year lease for 60,000 sqft of space within Camden Town Hall. This includes the rejuvenation of the former event space known as the Camden Centre and the establishment of a contemporary co-working space tailored for the dynamic Kings Cross business community. Following a rigorous selection process involving over 100 companies, Bottaccio is proud to partner with the London Borough of Camden, its economic development team, and local stakeholders to create a concept that seamlessly blends the building's event and business functions - honouring its rich history as the focal point of Camden's social life while also establishing a new standard for a dynamic business hub.

This agreement will bring over £100 million in direct revenue to the London Borough of Camden over the lease term. Additionally, tens of millions of pounds will be invested in refurbishing the historic Camden Centre, which has fallen into disrepair since its opening in 1937, and the creation of the Co-working space. The revitalized venue will serve as a global hub for conferences and events, while also providing affordable co-working spaces for thousands of workers, both locally and nationally. Aligned with Camden's STEAM program, the project is expected to generate over 200 high-paying jobs, with a focus on local employment, procurement, and training, and will foster robust community engagement.

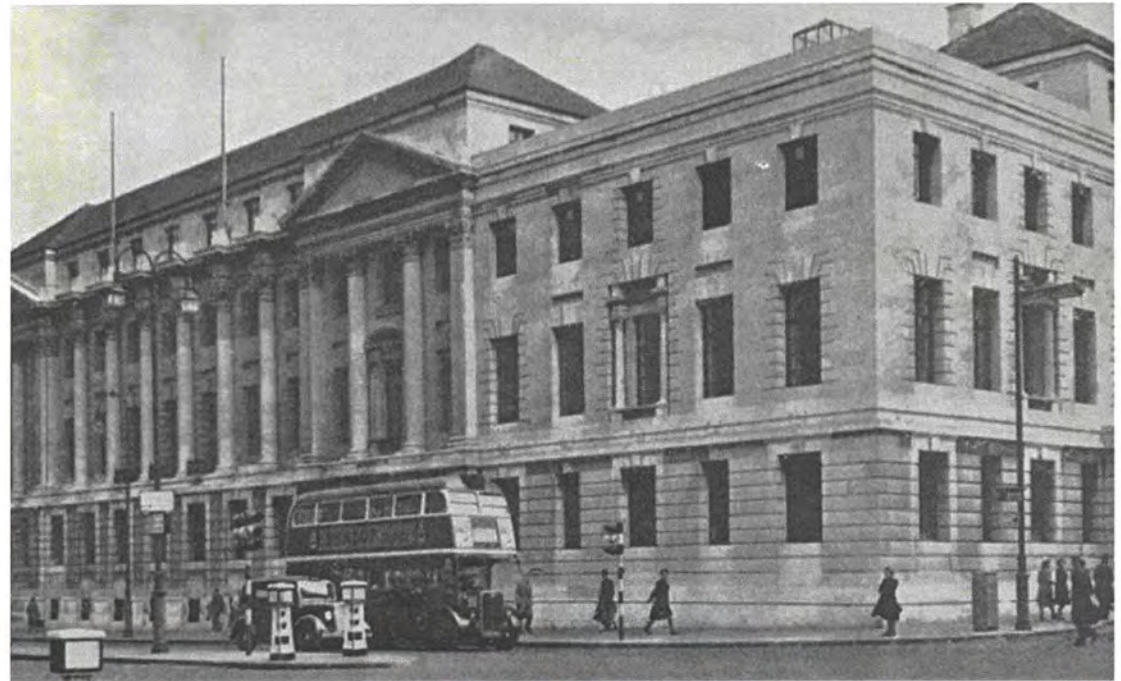
With initiatives such as offering 100 free memberships annually for SMEs and local entrepreneurs, mentorship and apprenticeship programs, incubators, weekly investor pitch meetings, and networking events, the goal is for the Town Hall to set a new standard for modern workspaces. We aim to create a strategically impactful initiative that not only drives business growth but also fosters meaningful community engagement and positive social impact.



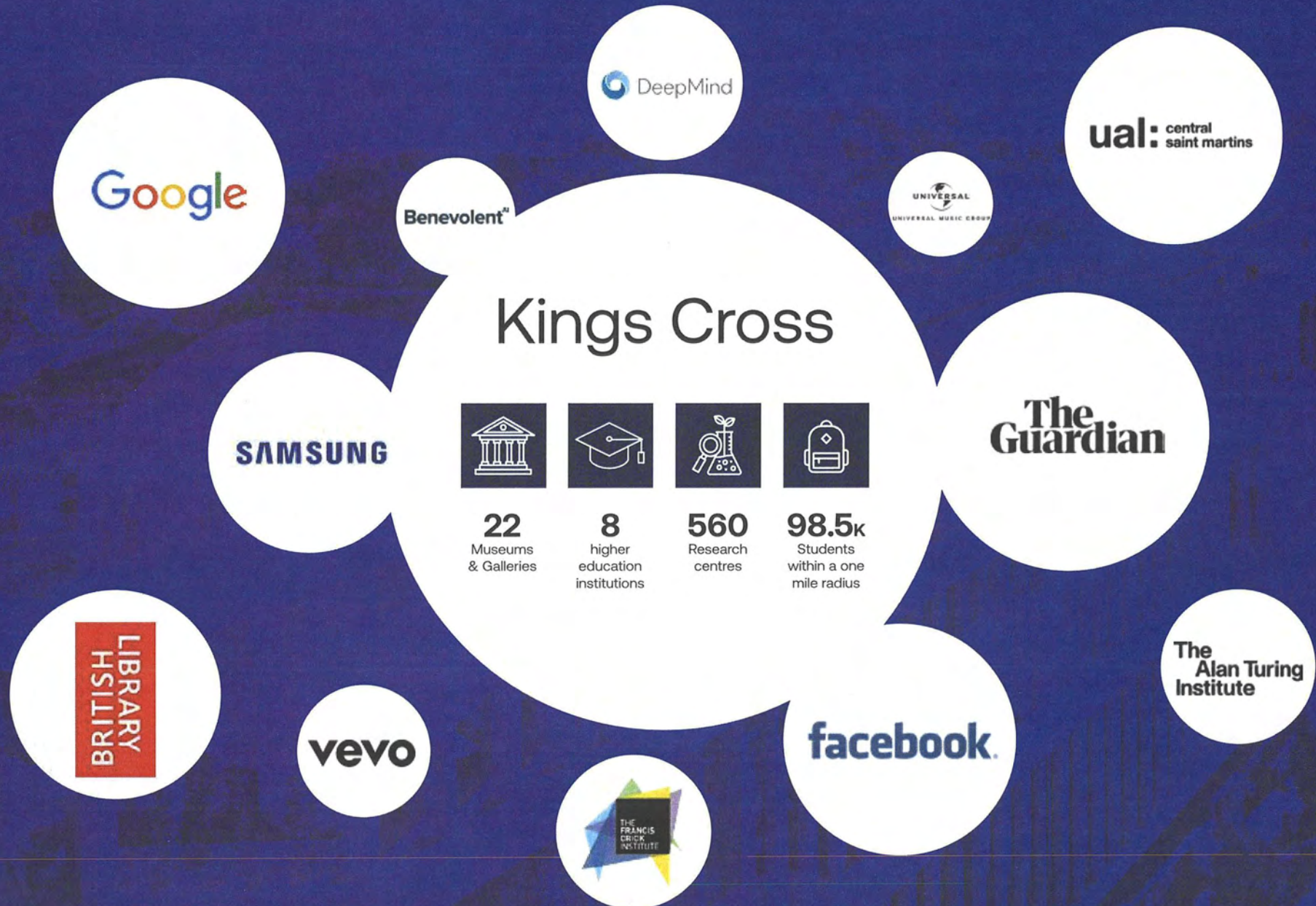



The Town Hall has always been a place for the community to come together, to listen and to make their voices heard.

As Kings Cross transitions into the largest innovation and knowledge district in the UK, we believe the Town Hall shall remain the 'beating heart' of this new, vibrant, global community.

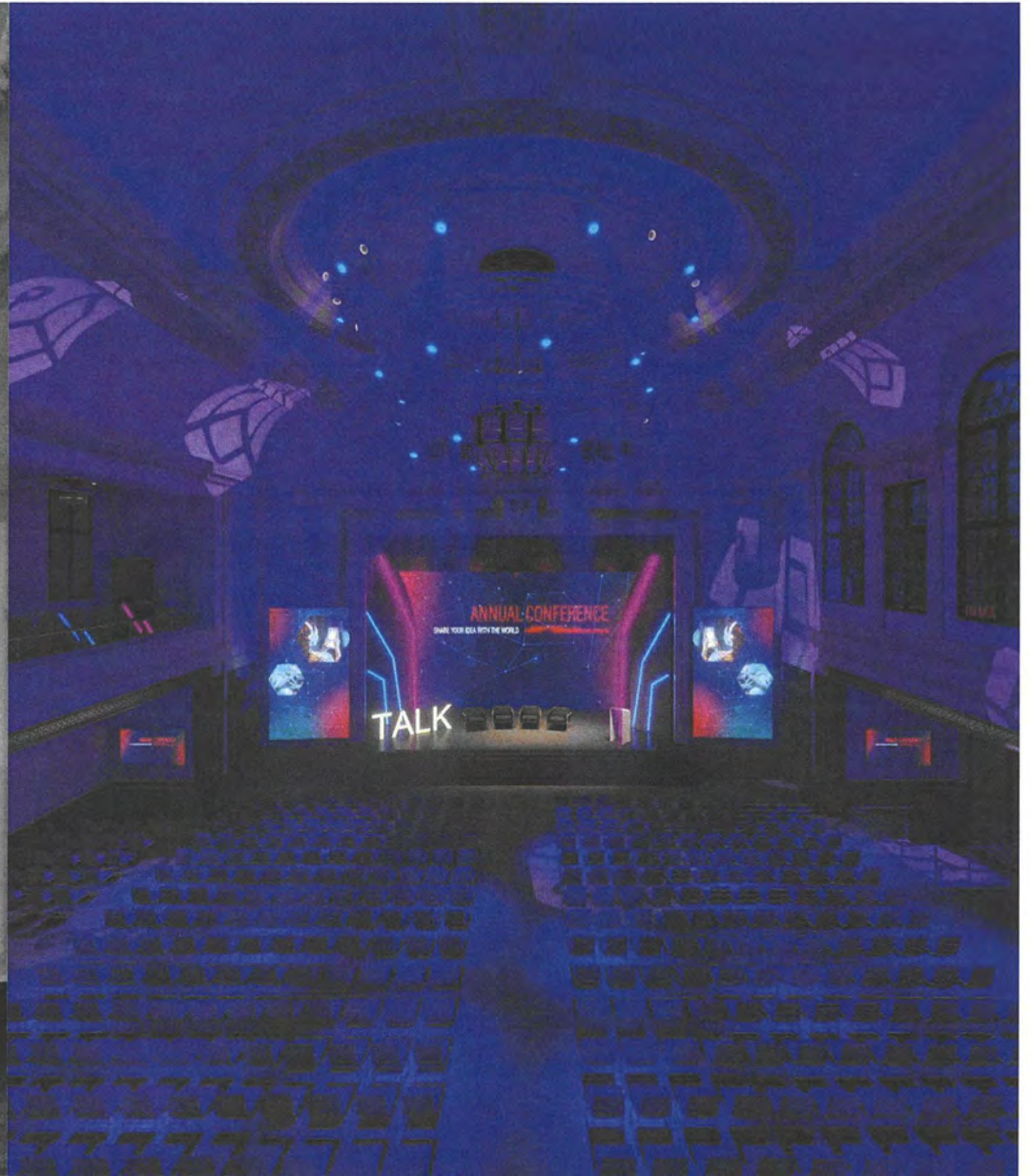


Knowledge Cluster + Innovation District





Our vision for a 21st century town hall is a space that brings people together to connect, collaborate, learn and share ideas for innovation, entrepreneurship and growth.



Revitalizing the Camden Centre: A Vital Asset for the Borough



BRINGING THE CAMDEN CENTRE INTO THE 21ST CENTURY

" driving economic and
cultural development."

Event venues act as
epicentres for innovation,
collaboration, and artistic
expression, shaping the very
fabric of a borough's identity
and elevating its allure as a
destination for residents,
businesses, and tourists alike.



Over £10 million to be investment to revitalize the venue
and meet the demands of the 21st century.



First-class team of architects and designers, including
Purcell Architects, Arup Mechanical Engineers, and
Camden's own interior designer Tom Dixon.



New extensive acoustic treatments to address noise
leakage - a longstanding issue that has caused
discomfort to the neighbouring community.



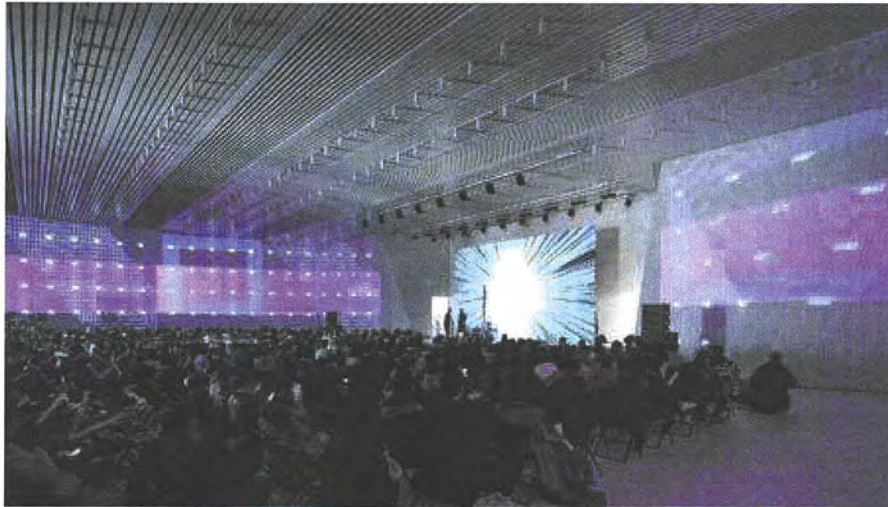
A significant employer in the area, with over 100 staff and
thousands of ancillary skilled jobs being created
annually.



Direct benefit for the local community from our
investment in the venue, with 20 days per year allocated
for community events, completely free of charge.

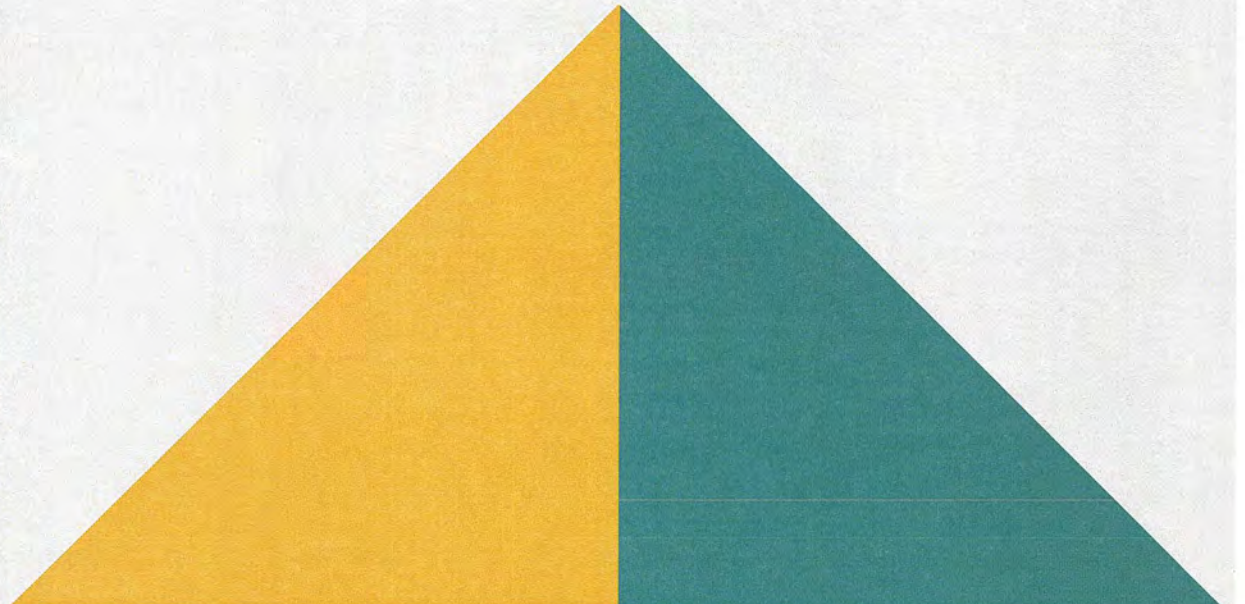


Training and Apprenticeship programs within the event
industry to provide valuable work experience above
London's living wage



We mean Business


We have reduced the number of days the venue operates until 4am to just 24 days per year, signaling our commitment to shift the venue's focus from late-night revelry to a premier destination for business, culture and banqueting.





**Working has changed.
The workplace must change too.**





The traditional office model is giving way to more flexible and socially engaging alternatives. Workers increasingly seek environments that foster collaboration, creativity, and a sense of community beyond standard office hours. Modern office design trends introduce innovative live-style, social, and hospitality elements to the co-working space, making it a hub of activity and interaction for people.

OFFICES ARE NOW COLLABORATIVE HUBS

"CREATING COMMUNITY AND FOSTERING INNOVATION"

Modern office designs featuring breakout areas, collaborative zones, and wellness spaces enhance interaction, foster innovation, and build a strong community. Integrating bars and restaurants further encourages collaboration and social connections.



73% of workers are more satisfied with hot desking and flexible working opportunities.



89% of workers feel networking is an essential aspect of their co-working experience.



84% of workers feel more engaged and motivated by the coworking model.



67% said coworking had made them more successful, made them grow their network, learn new skills and make new friends.



78% say coworking keeps them sane, serving as a crucial antidote to social depression by fostering a more social and inclusive environment for young creatives and professionals.

100 free memberships will be offered to the local Camden community every year



A more vibrant and thriving co-working community





Our Members are not just renting a desk; they are investing in a vibrant ecosystem where they can work, network and socialise seamlessly.

The Town Hall Membership will provide one of Central London's most competitively priced options for flexible co-working. With an all-inclusive membership, our members gain access to a range of facilities, including flexible workstations and meeting rooms for up to 3 guests daily. They can also enjoy F&B lounges and bars for relaxation and client entertainment, as well as conference and networking spaces for engaging with fellow members and participating in culturally stimulating events focused on technology, finance, art, and sciences. The membership also allows for flexible hours into the night, designed to facilitate global work across different time zones, ensuring our members can collaborate seamlessly with partners and clients worldwide.

Use of the Building

► We offer a versatile workspace suitable for those who seek a relaxed work environment with purpose and comfort. Members benefit from comfortable sofas, flexible workstations, private phone booths, printing facilities, meeting rooms, as well as the convenience of ordering food and beverages that is delivered directly to their seat.

Working facilities

Access to:

- Flexible spaces
- Meetings rooms
- Co-working areas
- Incubator
- Acceleration programmes

Events programme

Access to:

- Conferences
- Speakers
- Luminaries
- Awards
- Exhibitions
- Networking
- Entertainment

Tech hub offer

Access to:

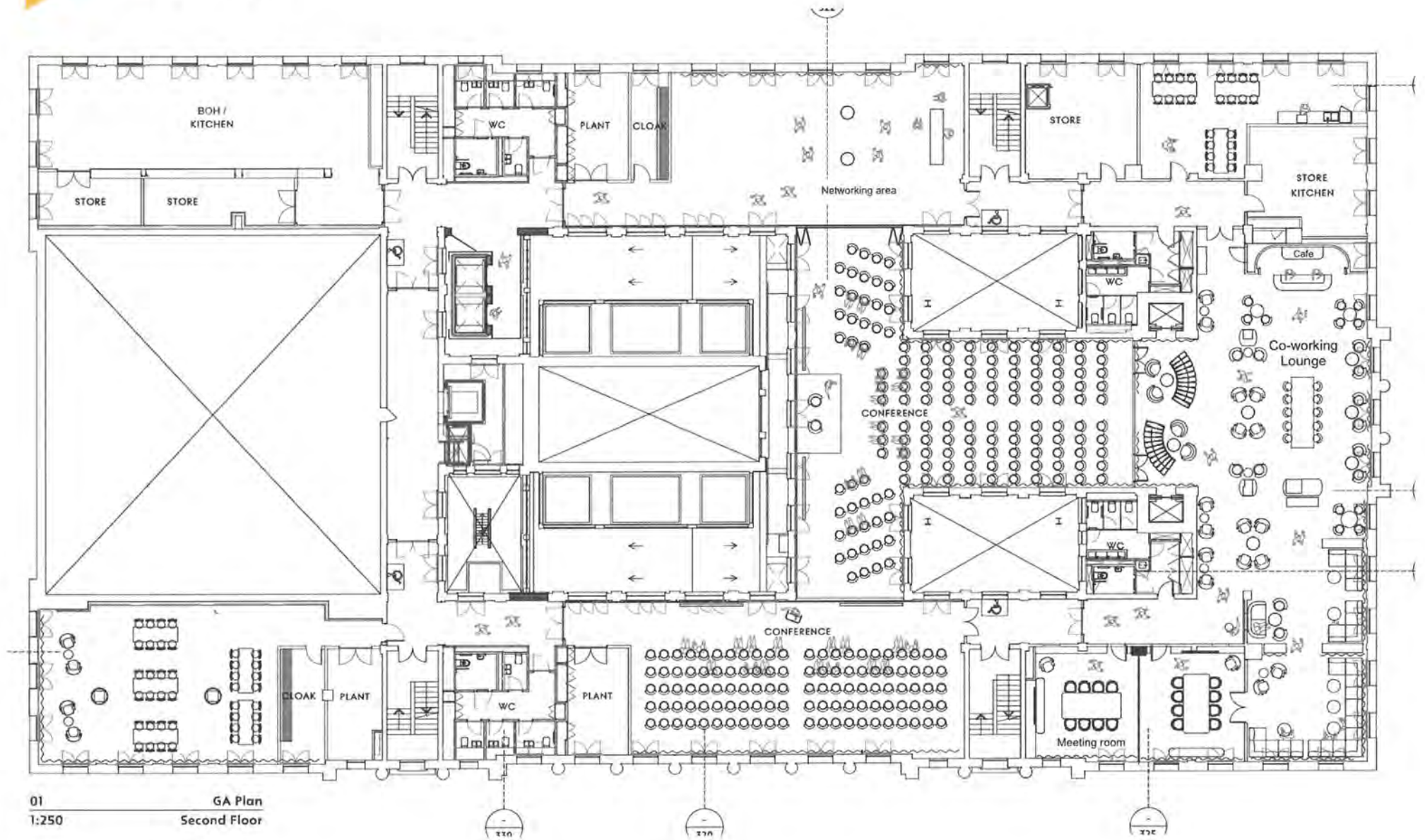
- Digital production studios
- Streaming facilities
- Deep tech
- Entertainment technologies
- Training & Apprentiships

F&B lounge areas

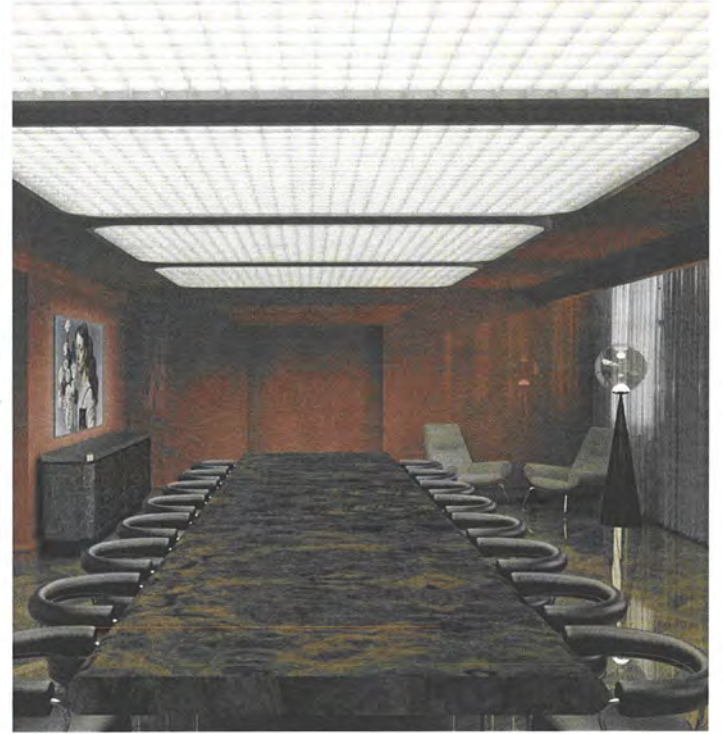
Access to:

- Lounge areas
- Restaurants & Bars
- Terraces

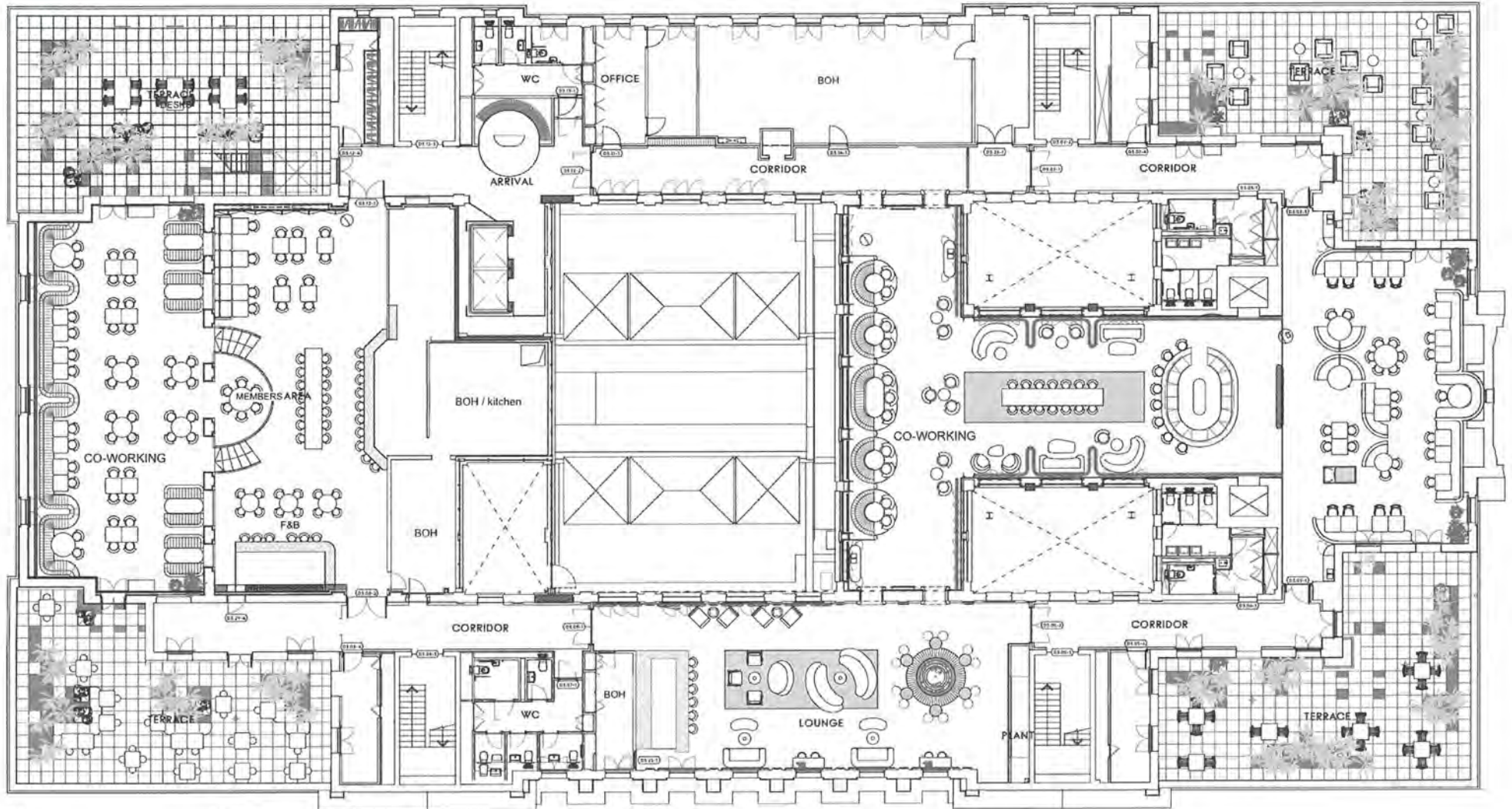
2nd floor



01 GA Plan
1:250 Second Floor



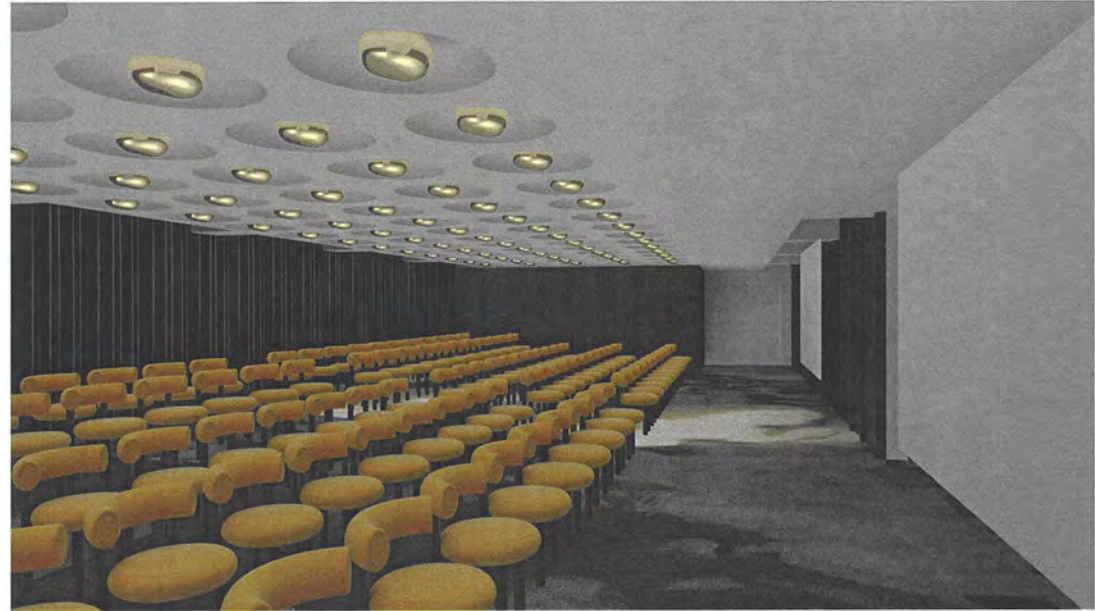
3rd floor



01 GA Plan
1:250 Third Floor



On the second floor, alongside the co-working spaces, there will be an auditorium with seating for 150 people. This space will serve as a venue for members to both host and attend conferences and speeches by prominent figures in various fields including science, art, finance, education, and entertainment. The auditorium will be available for external bookings from 8 am to 8 pm.





Co-working spaces need to differentiate themselves to thrive in a competitive market. Offering unique amenities like regulated entertainment not only enriches the environment for members but also plays a significant role in the building's financial sustainability.

Lifestyle amenities contribute to a more enjoyable and convenient work environment, fostering productivity, creativity, and member satisfaction. Shared spaces like restaurants and social areas promote networking and extended usage of the workspace, boosting occupancy rates and revenue potential.

Networking Events: Hosting networking events is a common practice in co-working spaces to foster collaboration and community building. These events may include live music performances, DJ sets, or other forms of entertainment to create a lively and engaging atmosphere

Client Meetings and Presentations: Co-working spaces frequently host client meetings, presentations, and workshops. With a license for regulated entertainment, they can elevate these events with audio-visual presentations, live demonstrations, or interactive activities

Co-working spaces in London often serve as cultural hubs, hosting a variety of events such as art exhibitions, film screenings, and poetry readings to celebrate diverse cultural traditions and engage with arts and culture within the workspace

Community Engagement: Co-working spaces organise events like open mic nights, comedy shows, and themed gatherings to connect with the local community and attract new members.

Enhancing Member Experience: Entertainment options like live music, yoga sessions, book clubs, workshops, and gaming tournaments enrich the co-working experience, attracting and retaining members.

Ticketed Events for Guest Speakers: Regulated entertainment licenses allow co-working spaces to host events featuring guest speakers from relevant industries, such as motivational talks and panel discussions with CEOs and industry experts.

Successful Case Studies

- ▶ Camden Borough, along with the London as a whole, boasts several fully licensed late-hour coworking spaces, serving as exemplary models of the evolving work landscape.

WeWork

- Open 24 hours
- F&B amenities
- Retail of alcohol until 23:30
- Variety of events spaces available

Pavilion Club

- Open 24 hours
- Extensive F&B amenities
- Retail of alcohol until 23:30
- Variety of events spaces available

180 Strand

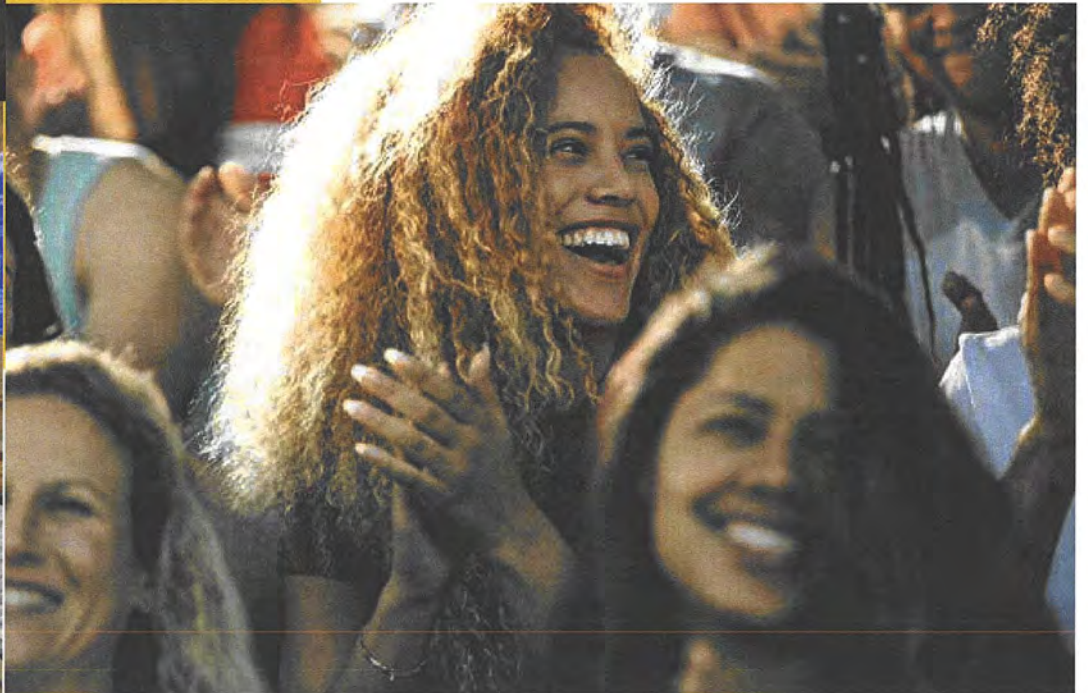
- Open until 03:00
- Extensive F&B amenities
- Retail of alcohol until 03:00
- Variety of events spaces available

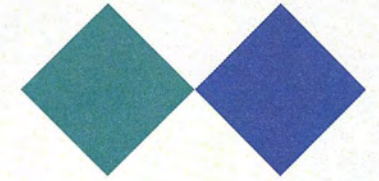
1 Warwick

- Open until 01:00
- Extensive F&B amenities
- Retail of alcohol until 01:00
- Variety of events spaces available



A community of members



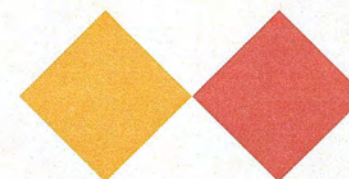


MEMBERSHIP TIERS

	INDIVIDUAL	JOINT	INTERNATIONAL
WHAT	Membership for those aged 35 or above	For partners or spouses that live at the same address as an Individual.	For those that live permanently outside of the UK.
DETAIL	N/A	The candidate will be asked to provide proof of address. Residential address will only be accepted.	The candidate will be asked to provide proof of address. Residential address will only be accepted. Number of visits per year limited.
%	60%	5%	10%

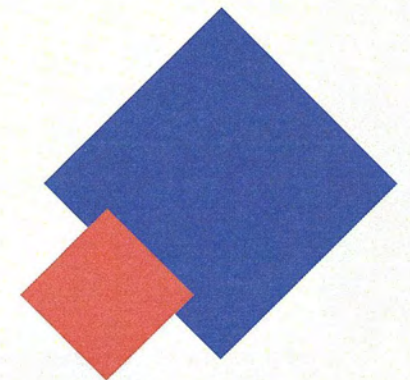
MEMBERSHIP YOUNG TIERS

	U25	U30	U35
WHAT	Membership for those aged between 18 and 24.	Membership for those aged between 25 and 29.	Membership for those aged between 30 and 34.
DETAIL	The candidate will be asked to provide proof of age and their subscription will increase as applicable.	The candidate will be asked to provide proof of age and their subscription will increase as applicable.	The candidate will be asked to provide proof of age and their subscription will increase as applicable.



MEMBERSHIP HONORARY TIERS

	COMMUNITY	COMMITTEE
WHAT	Membership for those living or working in the borough of Camden. They will benefit from the membership and the Town Hall can support them in their career growth and development.	Ambassadors of the Town Hall to help grow a broad and diverse community.
DETAIL	Candidates will be invited, and can request for this membership. Relationships will be built with key networks to reach these local communities.	Candidates will be approached through networks and relationship building.



GIVING BACK ▶



SCHOOLS & EDUCATION

Support primary and secondary education:

Frank Barnes school
Argyle primary school
Kings Cross Academy
Winton primary school
Elizabeth Garrett Anderson secondary school



CULTURE & ARTS

Seek out local artists and designers to showcase their work. Support **Global Generation** as they build their current **Triangle Site**.

Work with local theatres raising awareness of productions whilst offering a place for the cast or partnering with charities like **Scene and Heard**.



MEDICAL & MENTAL HEALTH

From **Great Ormond Street**, the **Royal National Institute of Blind People** to smaller charities like **Success Charity**, **Future Dreams** and **Growing Hope**.



LOW INCOME & VULNERABILITY

The premises will support charities **Single Homeless Project**, **Women @ The Well**, **Hopscotch**, **YMCA** and **Age UK Camden**, to name but a few.

Thank You



**CAMDEN COUNCIL
LICENSING SUB-COMMITTEE
7TH NOVEMBER 2024
BIDBOROUGH WORKS, BIDBOROUGH STREET, LONDON WC1H 9AU**

**ANNEXES TO THE SUBMISSIONS OF
APPLICANT**

Annex 8 - Usage Deck

The Town Hall

EXECUTIVE SUMMARY

Introducing a pioneering new model, we're offering a versatile working and socialising service that connects and engages local people and businesses.

In response to changing work trends, we're creating a contemporary and forward-thinking space tailored to the local demographic. Our aim is to provide flexible areas for work, collaboration, international work hours, meetings, hosting, and networking.

Our regular events and post-work relaxation periods offer opportunities to connect on a more meaningful level.

Setting a precedence, our space includes areas where you can eat, but it's not a traditional restaurant. Food and beverage are seamlessly integrated into the modern co-working experience, enhancing productivity and enjoyment.



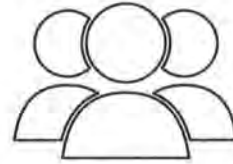
CONCEPT SUMMARY



PLACE

This landmark venue will be a Town Hall, re-imagined. Set in the middle of the greatest innovation and knowledge cluster in the world, the venue will remain the 'beating heart' of this vibrant district. This listed building will offer a place for working & socialising.

We want to create a space which provides work and social infrastructure to the highest standards; to bring people together to connect, collaborate and share ideas for innovation, entrepreneurship and growth.



PEOPLE

We're looking to connect with individuals who are deeply rooted in our local community. They are the "doers and thinkers", they thrive on networking, both locally and internationally, building connections and fostering collaborations.

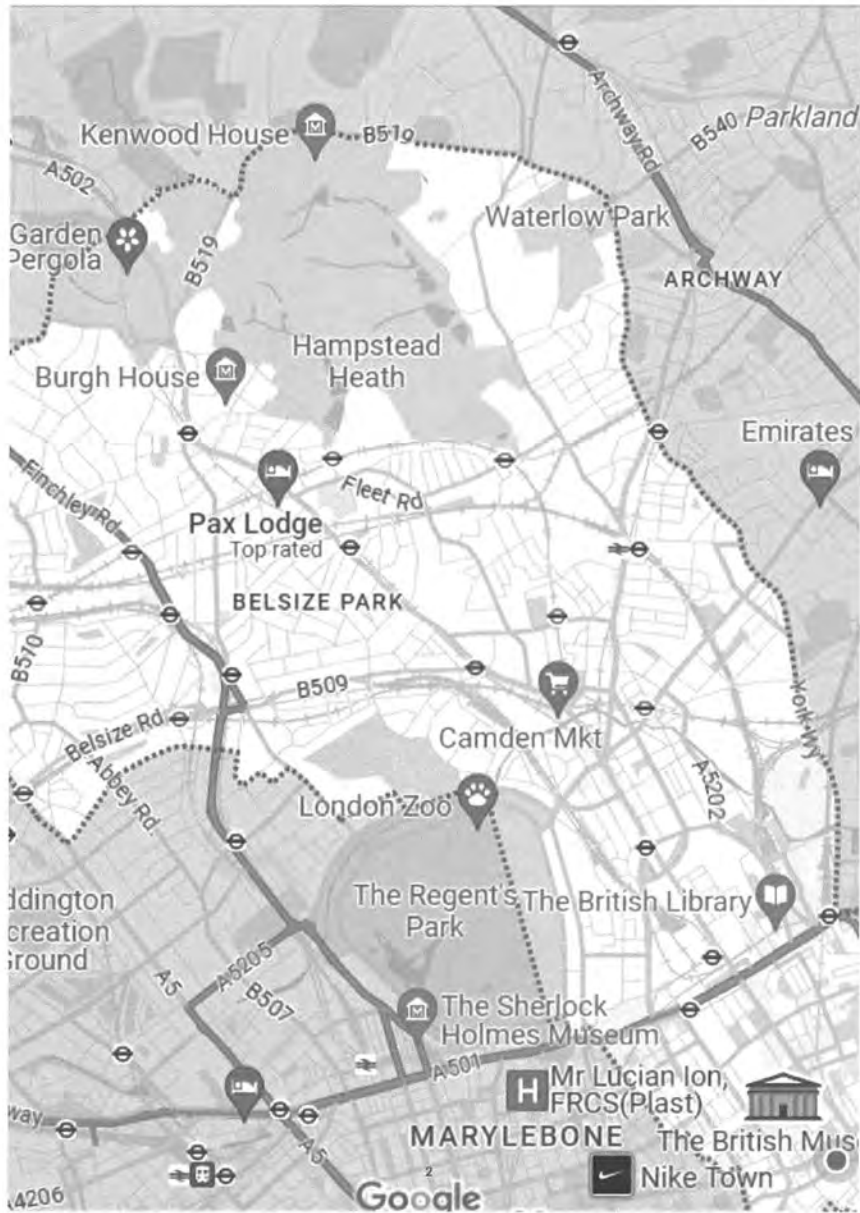
Our people are mentors and supporters, eager to share knowledge and provide guidance to others. They are drawn to future-oriented ideas and are open to diverse perspectives, seeking out those who think differently to inspire innovation and growth.



PURPOSE

We want to cultivate a vibrant community by pioneering a new model that brings together people and businesses. We will foster connections at every level, from grassroots to corporate, while ensuring that work brings enjoyment to people's daily lives.

By supporting Camden in enriching the area, we intend to keep the town hall alive as a hub of activity and opportunity, giving everyone the chance for exposure and growth.



The Town Hall

COMMUNITY MEMBERSHIP

Integrating and belonging to the community of the borough of Camden is so important to the ethos. After all the building, the home of the space is a Town Hall, a place open to everyone, where the community come together and build a sense of belonging.

We will offer this local group to become part of a network, enhancing their personal and professional development, fostering a culture of learning and encouraging sharing of expertise.

We will represent and support the local community, its people and its economy and become a source of local pride. We will go beyond just giving away 100 memberships. We will work with the community, supporting and offering help with initiatives where possible and raising awareness of businesses, opening up opportunities that might not have previously been easily attainable.

The Town Hall

GIVING BACK

Being part of the community and integrating with Camden and Kings Cross is of such a high importance to the Town Hall. We want to build loyal and long term relationships, using our knowledge, experience to help others, raise awareness and use our position to support those who could genuinely benefit.

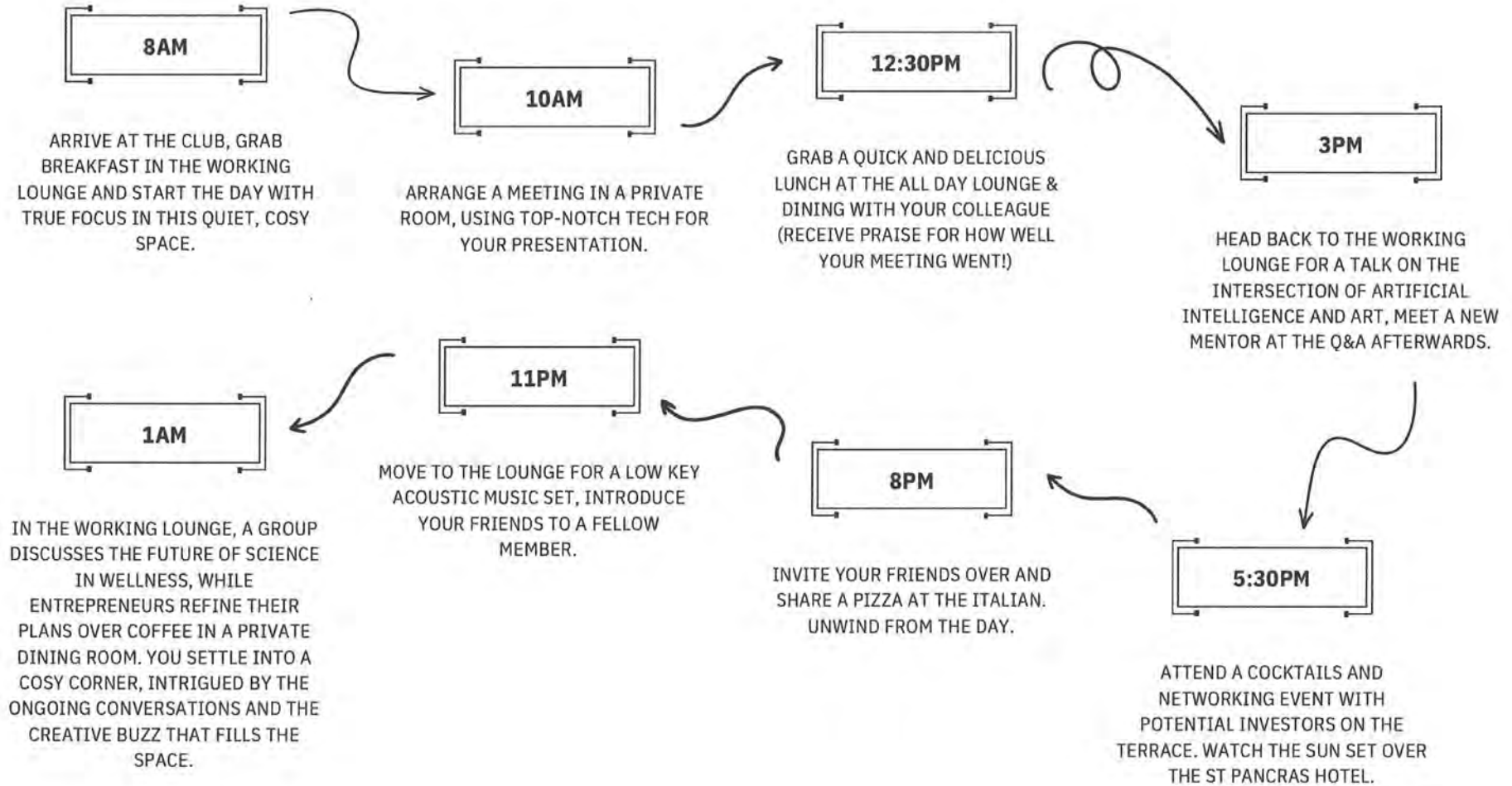
There are many ways to structure the support we can offer, and we expect this to develop as we open but in the first instance we would look to support up to 3 charities or not for profit companies a year. Each charity should be focused in a different sectors and be of different sizes with a range of fundraising capacities so that we can make maximum impact.

In addition to fundraising for each charity there are other initiatives that we can help with:

- Lending the event space at key times of the year will provide an incredible area for an array of opportunities.
- Introducing charities to prospect donors and ambassadors.
- Running an apprenticeship scheme for people from the local community who have an interest in working in hospitality.
- Ensuring the company has an employee volunteering policy with one of the local charities.

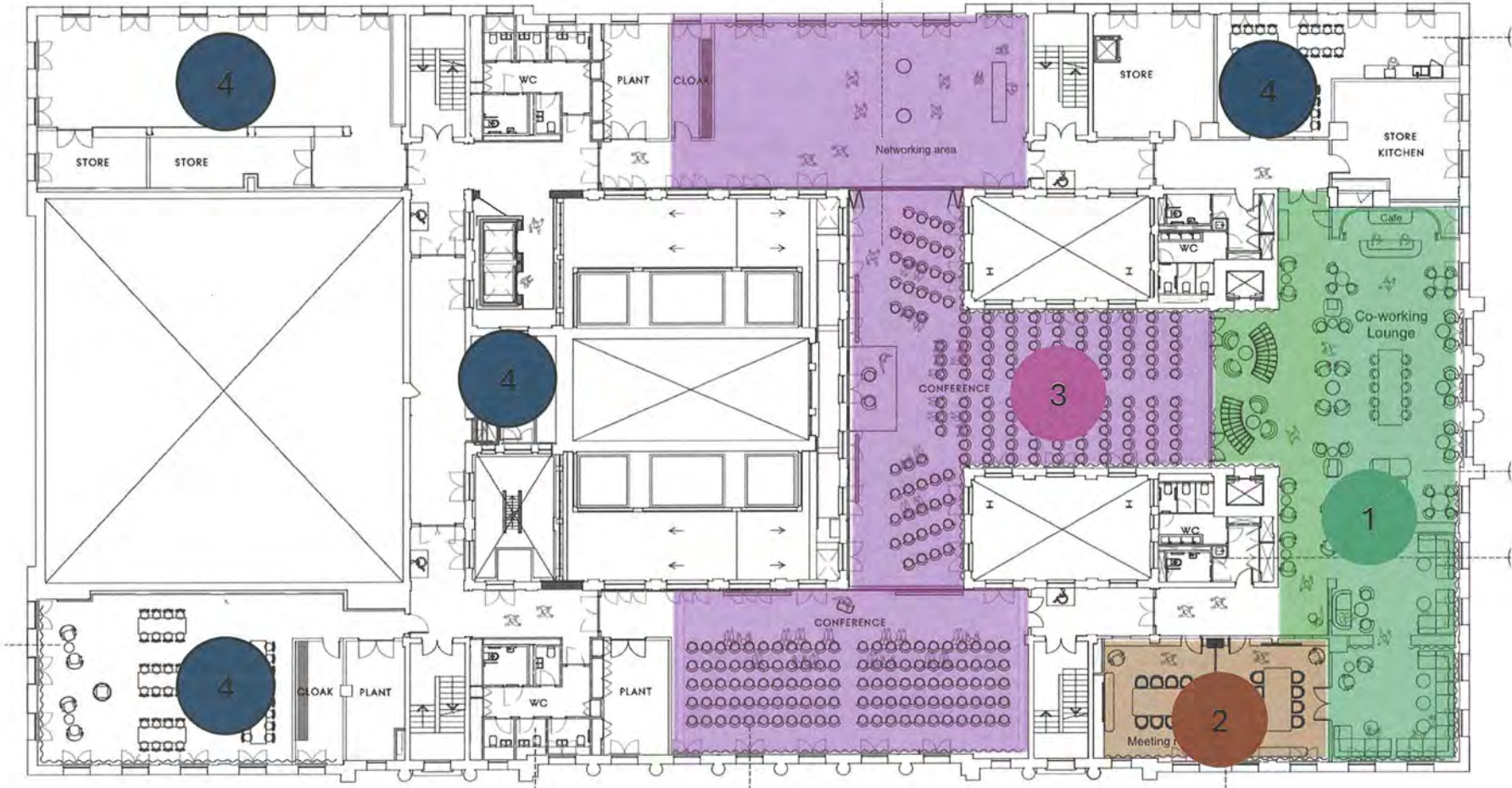


A DAY IN THE LIFE



SECOND FLOOR

BIDBOROUGH ST



EUSTON ROAD



CO-WORKING LOUNGE

Capacity: 90

The library is equipped with comfortable seating areas and high tables, cosy nooks, and spacious workstations, ready for members to read, work & meet in a quieter environment. Zoom pods and power plug sockets at every seat enables members to work all day and evening. Post working hours this space will transition into a cultural programming hub, with events curated to educate and inspire members and their guests.

Licensable Activities (Sale of Alcohol and Regulated Entertainment):

Mon–Thu: 12.00 – 23.30

Fri–Sat: 12.00 – 00.00

Sun: 12.00 – 22.30

Opening Hours:

Mon–Thu: 07.00 – 00.00

Fri–Sat: 07.00 – 00.30

Sun: 09.00 – 23.00



2

MEETING ROOMS

Capacity: 20

Bookable spaces for meetings, business lunches or evening events. All meeting rooms will be fully equipped with all necessary technology to ensure seamless presentations and discussions.

Licensable Activities (Sale of Alcohol):

Mon–Thu: 12.00 – 23.30

Fri–Sat: 12.00 – 00.00

Sun: 12.00 – 22.30

Licensable Activities (Late Night Refreshments):

Mon–Thu: 23.00 – 00.30

Fri–Sat: 23.00 – 01.00

Sun: 23.00 – 23.30

Opening Hours:

Mon–Thu: 07.00 – 01.00

Fri–Sat: 07.00 – 01.30

Sun: 09.00 – 00.00



3

AUDITORIUM

Capacity: 250

A versatile auditorium, featuring two distinct spaces with a capacity of 100 and 150 respectively. These thoughtfully designed venues are perfect for hosting a variety of events, from engaging conferences to inspiring talks and memorable networking gatherings.

We will provide 20 days of free usage of the Auditorium to the Camden community.

Licensable Activities (Sale of Alcohol and Regulated Entertainment):

Mon–Thu: 12.00 – 20.00

Fri–Sat: 12.00 – 20.00

Sun: 12.00 – 20.00

Opening Hours:

Mon–Thu: 07.00 – 21.00

Fri–Sat: 07.00 – 22.00

Sun: 09.00 – 21.00

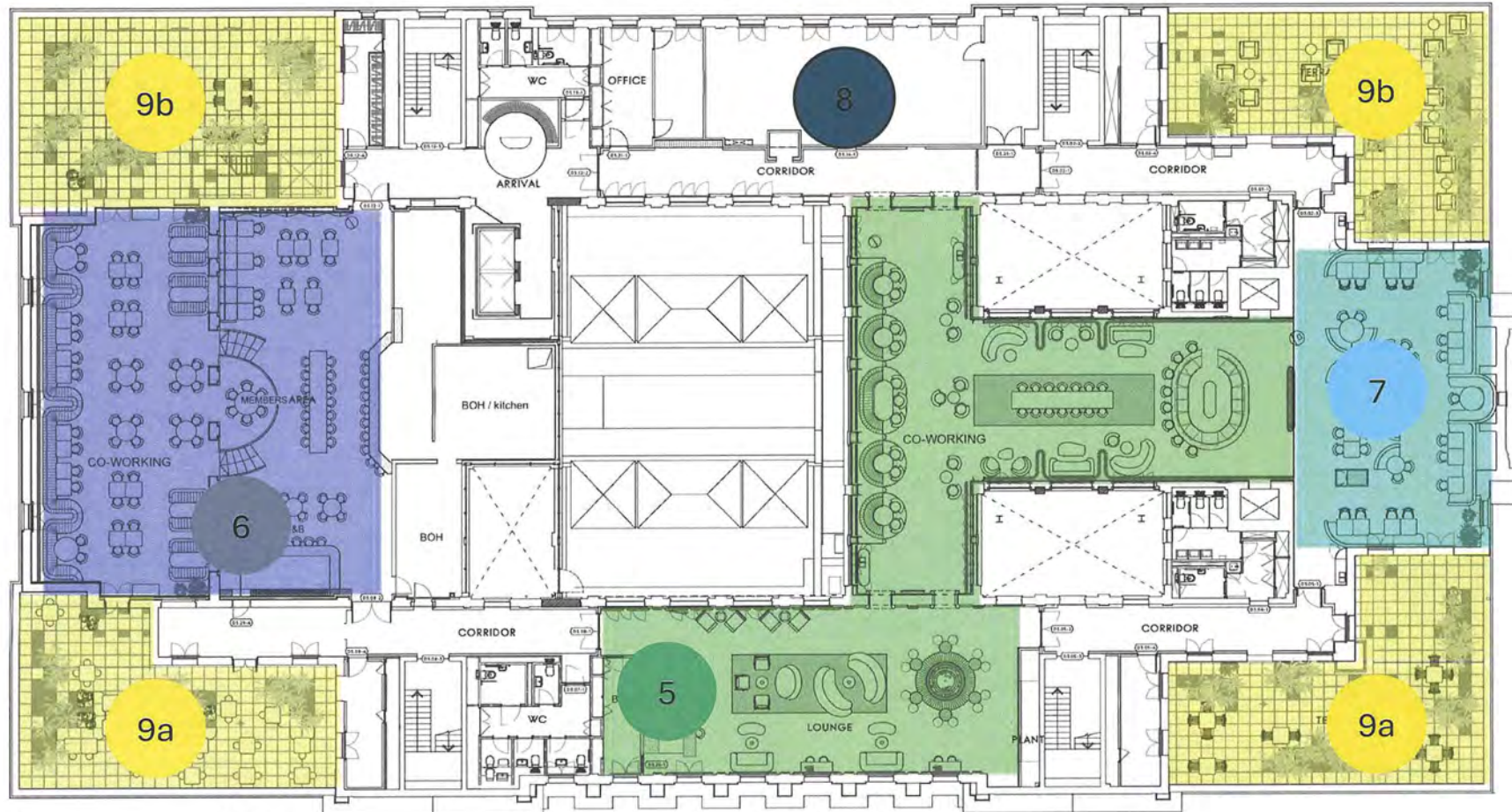


OFFICE DESKS & BOH

No licensable activity

THIRD FLOOR

BIDBOROUGH ST



EUSTON ROAD

01 GA Plan
1:250 Third Floor

5

CO-WORKING LOUNGE

Capacity: 110

Spaces to meet, work & socialise. These lounges will all have power plug sockets so that members can spend their day working from this space.

In the evening they will effortlessly transition into a space for people to network or meet friends. Food and beverage can be ordered In this space throughout morning, afternoon and evening.

Licensable Activities (Sale of Alcohol and Regulated Entertainment):

Mon–Thu: 12.00 – 23.30

Fri-Sat: 12.00 – 00.00

Sun: 12.00 – 22.30

Licensable Activities (Late Night Refreshments):

Mon–Thu: 23.00 – 01.30

Fri-Sat: 23.00 – 01.30

Sun: 23.00 – 23.30

Opening Hours:

Mon–Sat: 07.00 – 02.00

Sun: 09.00 – 00.00

6

DINING LOUNGE

Capacity: 140

A place to work, meet and socialise while also offering all day dining, a space which offers something for everybody; whether it's grabbing a quick bite after work, in between meetings or settling in for the day.

Licensable Activities (Sale of Alcohol and Regulated Entertainment):

Mon–Thu: 11.00 – 22.00

Fri–Sat: 11.00 – 23.00

Sun: 11.00 – 22.00

Opening Hours:

Mon–Thu: 08.00 – 23.00

Fri–Sat: 08.00 – 23.30

Sun: 08.00 – 23.00

7

DINING LOUNGE

Capacity: 60

The dining lounge will serve pizza, pasta and other beautiful dishes.

This intimate space will feel special and welcoming; perfect for a business meeting or celebration.

Licensable Activities (Sale of Alcohol):

Mon–Thu: 11.00 – 22.00

Fri–Sat: 11.00 – 23.00

Sun: 11.00 – 22.00

Opening Hours:

Mon–Thu: 08.00 – 23.00

Fri–Sat: 08.00 – 23.30

Sun: 08.00 – 23.00



OFFICE & BOH

No licensable activity

9b

BIDBOROUGH ST TERRACES

**Capacity: up to 40 each:
no more than 70 in total**

These are quiet terraces for reflection & reading. We envisage this terrace being used predominantly during the day for coffees & catch ups between colleagues. Please note that the terraces on Bidborough Street will feature partial enclosures (subject to planning), along with tall screening and lush green barriers, ensuring privacy and preventing views into adjacent residential buildings.

No licensable activity

Opening Hours:

15th Oct – 15th March: Mon–Sun: 11.00 – 19.00

15th March – 15th Oct: Mon–Sun: 09.00 – 21.00

9a

EUSTON ROAD TERRACES

**Capacity: up to 50 each:
no more than 90 in total**

A versatile space suitable for various activities such as business breakfast talks, science or educational discussions, dining or simply unwinding in the sun.

No licensable activity

Opening Hours:

Mon–Thu: 08.00 – 23.30

Fri–Sat: 08.00 – 00.00

Sun: 09.00 – 22.30

BEING A RESPONSIBLE NEIGHBOUR

The Premises operates under a strict dispersal procedure which is in place for patrons leaving the venue and is designed to ensure a peaceful and orderly departure of guests while minimising any potential disturbance to residents and the surrounding area. The Management team reviews the whole procedure on a weekly / monthly basis to ensure its-effectiveness.

We will also implement a staggered closing policy for different parts of the building. This approach allows for a more gradual dispersal of guests over an extended period, rather than a sudden mass exodus at a predetermined cut-off time. By allowing certain areas to close later than others, we are able to mitigate the potential for noise and disruption to the surrounding neighbourhood. Extending the operating hours beyond the framework hours for specific pockets of the co-working space can actually contribute to minimizing disturbance to our neighbours, as instead of guests leaving all at once, they have the opportunity to depart in smaller groups over the course of several hours. This gradual departure process, whether by foot, taxi, or bicycle, reduces the concentration of individuals exiting the building simultaneously. As a result, any noise or activity associated with guest departures is spread out and minimized, ensuring a more harmonious coexistence with our neighbours.

Notices shall be prominently displayed at all exits requesting patrons to respect the needs of local residents and businesses and leave the area quietly.

THANK YOU!



TAXI PICKUP

To minimise disruption to our neighbours, designated pickup areas for Uber and other taxis have been carefully positioned away from the main entrance and the Bidborough Street residence.

Visitors will be picked up further down Bidborough Street, as shown on the map, to avoid causing inconvenience to the residents of Queen Alexandra Mansions.

THANK YOU!

Disclaimer

This document is private and confidential. It is shared solely for the purpose of the premises license application consultation process with the residents. Unauthorized use, disclosure, or distribution of this document is strictly prohibited. If you are not an intended recipient, please notify the sender immediately and delete all copies of this document.

**CAMDEN COUNCIL
LICENSING SUB-COMMITTEE
7TH NOVEMBER 2024
BIDBOROUGH WORKS, BIDBOROUGH STREET, LONDON WC1H 9AU**

**ANNEXES TO THE SUBMISSIONS OF
APPLICANT**

Annex 9 - PTAL

WebCAT

Address or co-ordinates

eg. NW1 6XE or 530273, 179613

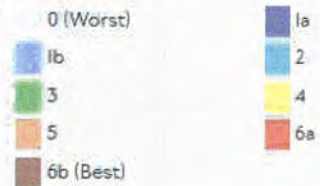
Go

Access level (PTAL)

Time mapping (TIM)

PTAL: a measure which rates locations by distance from frequent public transport services.

Map key - PTAL



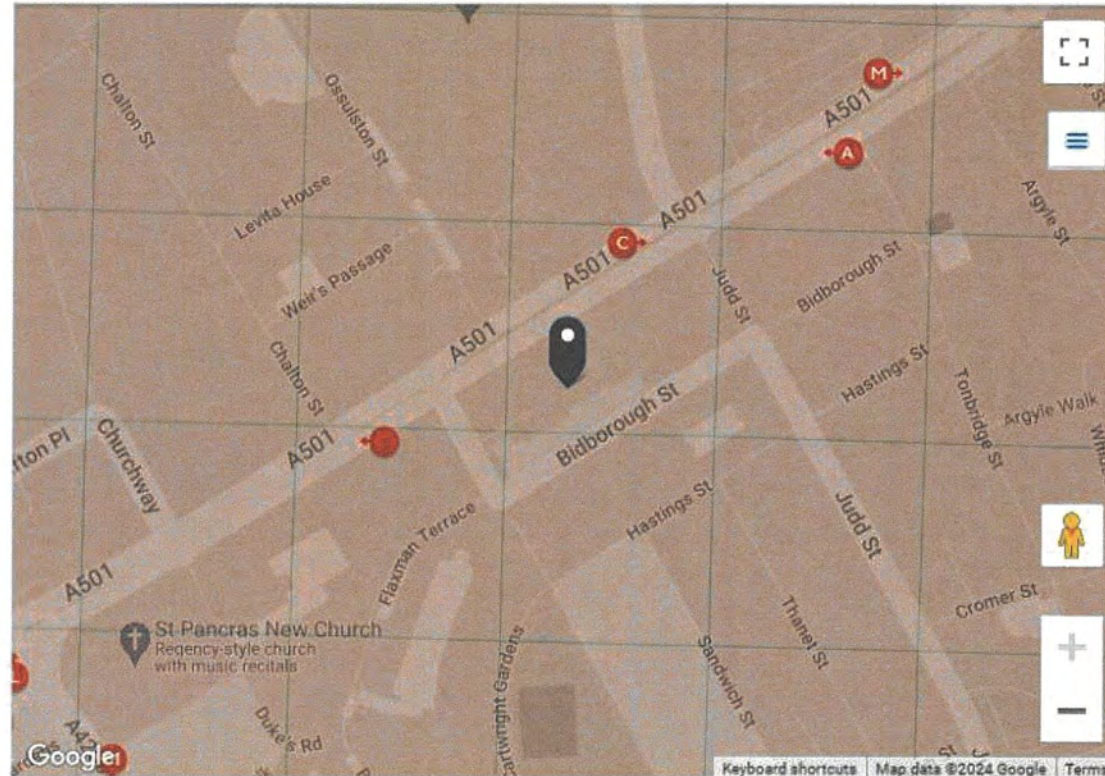
Map layers

PTAL (cell size: 100m)

Scenario

Base Year

Highlight locations where PTALs have changed from Base Year



You can click anywhere on the map to change the selected location.

PTAL output for Base Year

6b

93 Euston Rd., London NW1 2RA, UK
Easting: 530025, Northing: 182716

All public transport modes in London currently available:
National Rail, London Overground, Tube, DLR, Tram, Buses

**CAMDEN COUNCIL
LICENSING SUB-COMMITTEE
7TH NOVEMBER 2024
BIDBOROUGH WORKS, BIDBOROUGH STREET, LONDON WC1H 9AU**

**ANNEXES TO THE SUBMISSIONS OF
APPLICANT**

Annex 10 - Bidborough Works Community Membership Strategy

Bidborough Works Community Membership Application Process

1. Eligibility
2. Promotional Channels
3. Process
4. Decision Making
5. Process

1. Eligibility

100 free memberships will be awarded on an annual basis.

Individuals, entrepreneurs, freelancers and small businesses and/or organisations can be awarded membership for a year to help their personal development and/or initiative grow.

- A Camden resident
- A school leaver from the Camden borough
- A Camden business owner or employee
- Businesses and/or organisations (SME or social enterprise) that are based in neighbouring London boroughs that demonstrate a positive impact in the borough of Camden and/or who have come through Camden-supported business programmes

Priority Groups:

- Care experienced young adults
- Adults with protected characteristics
- Young adults with SEND
- Underrepresented groups

2. Promotional Channels

The opportunity to apply for a free membership will be promoted in partnership with local organisations and programmes including (but not limited to):

- Local resident groups and tenant associations
- Local voluntary and community organisations
- Local business associations, Business Improvement Districts and networks
- Local business support and enterprise organisations and programmes
- Camden Council services

3. Application

1. Expression of Interest

Prospective applicants register interest online.

1. Group Tour

Interested applicants request to book a tour of the building and workspaces to see if it meets their requirements.

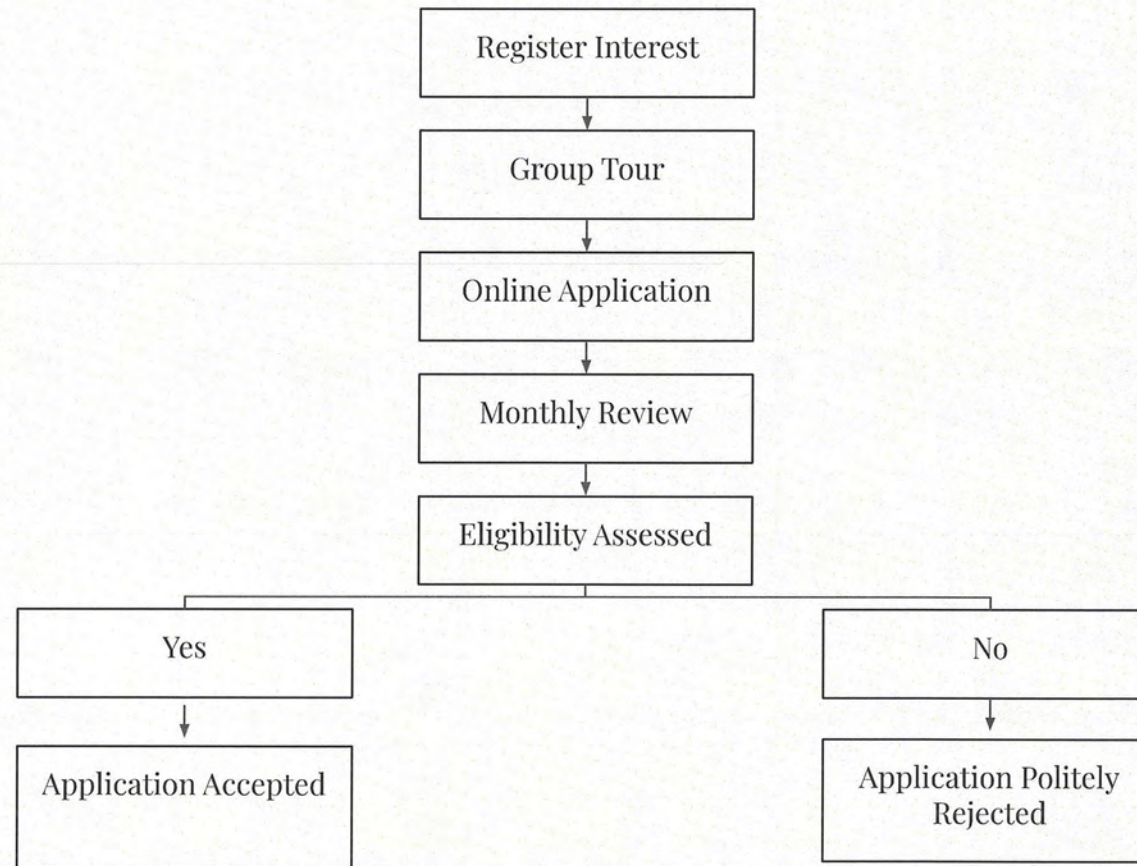
1. Application Form

Applicants are requested to complete an online form from one centralised link.

4. Decision Process

1. Applications will be reviewed on a monthly basis with consultation from Camden Council and/or a chosen representative from a Camden business or organisation.
2. Suitable candidates are approved by the Director of Membership.

5. Process



**CAMDEN COUNCIL
LICENSING SUB-COMMITTEE
7TH NOVEMBER 2024
BIDBOROUGH WORKS, BIDBOROUGH STREET, LONDON WC1H 9AU**

**ANNEXES TO THE SUBMISSIONS OF
APPLICANT**

Annex 11 - Bidborough Work Works Membership Criteria and information.

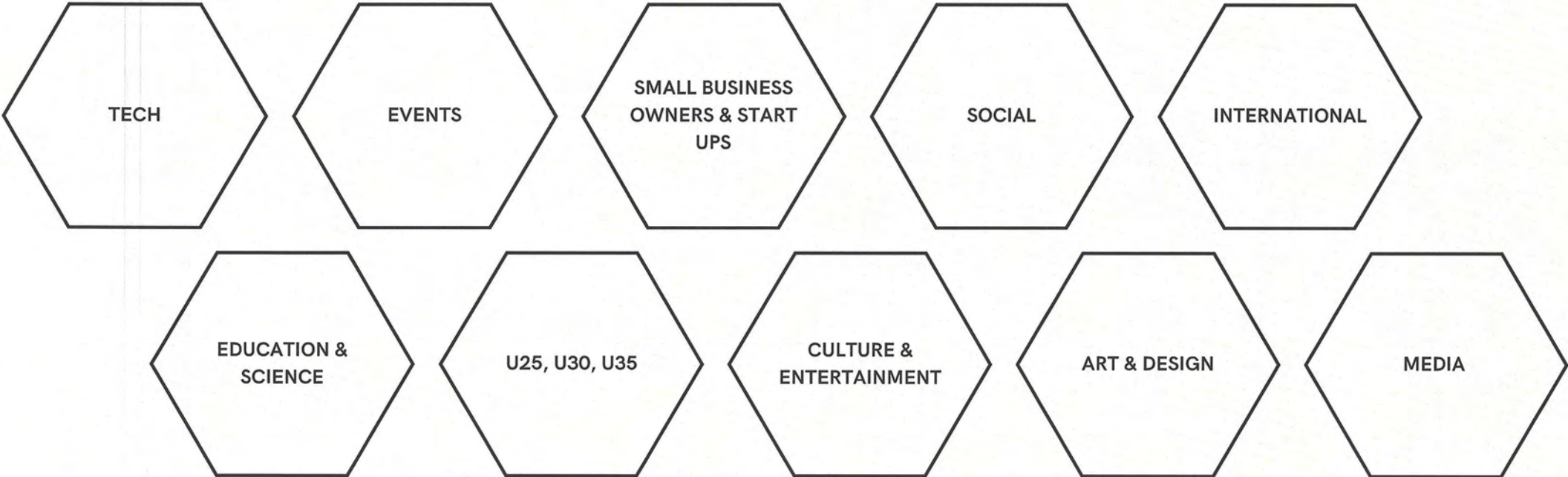


BIDBOROUGH WORKS

Membership Information

MEMBERS

MEMBERSHIP SECTORS



**MEMBER RECRUITMENT &
APPLICATION PROCESS**

GENERATING MEMBERS PRE-LAUNCH

Generating members and interest is a co-ordinated and collaborative approach. Carrying out each of these initiatives below will ensure organic and genuine growth which is key for long term success.

COMMITTEE STRATEGY

WEBSITE ENQUIRY

FACE TO FACE MEETINGS

PRESS & PARTNERSHIPS

MARKETING STRATEGY

PRE LAUNCH EVENTS

HARD HAT TOURS

LOCAL COMMUNITY



GENERATING MEMBERS POST LAUNCH

Post opening, reputation is everything as this will impact word of mouth and the buzz via early adopting members. It is important that a collaborative approach continues and all avenues below are pursued to encourage consistent and continuous growth.

NEW MEMBER STRATEGY

GUEST CONVERSION

PRESS & MARKETING

CULTURAL PROGRAMME

NETWORKING EVENTS

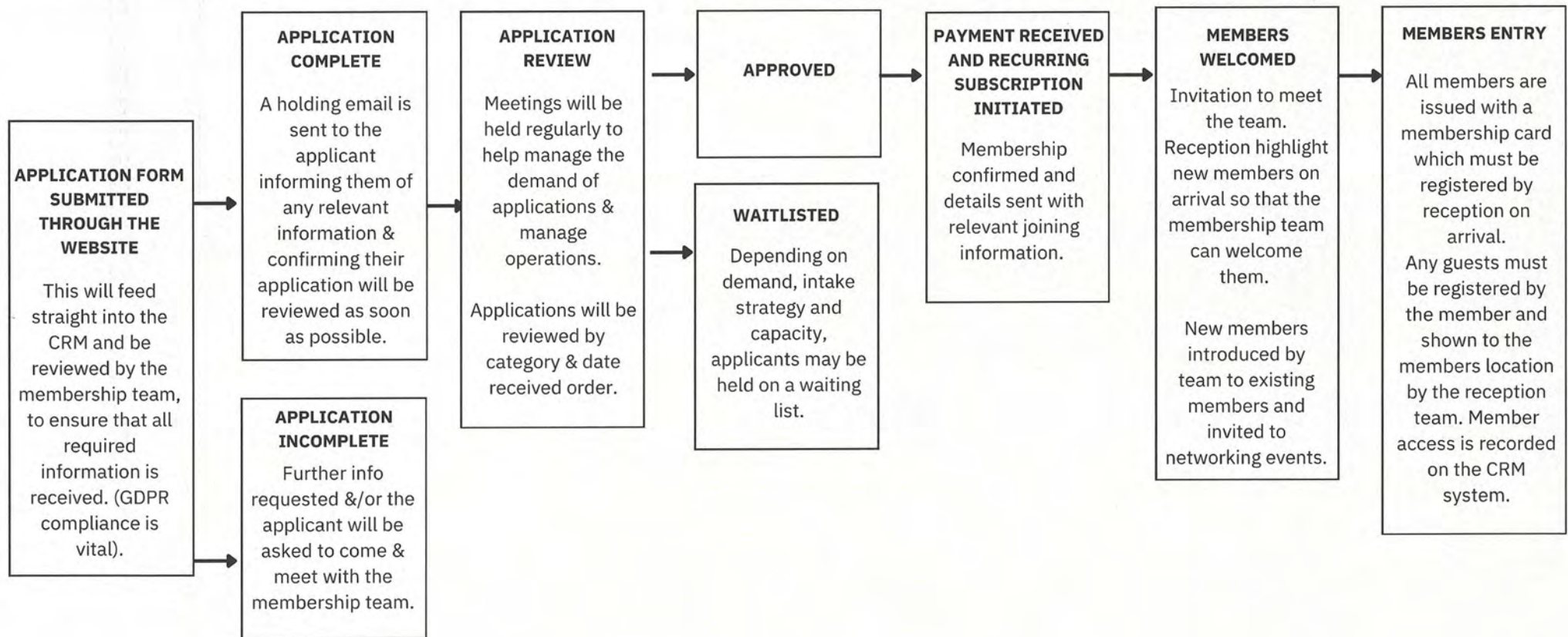
INTERNATIONAL REACH

PARTNERSHIPS

COMMUNITY OUTREACH



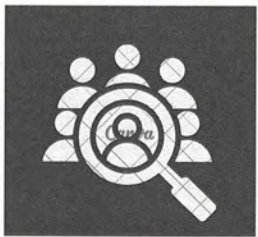
MEMBER APPLICATION, APPROVAL & ACCESS



MEMBERSHIP COMMITTEE

THE COMMITTEE

A membership committee serves a crucial role by helping in matters related to the recruitment, retention and engagement of members. The specific purpose of the membership committee for Bidborough Works will include:



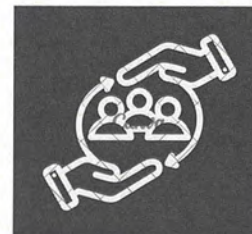
RECRUITMENT

Responsible for targeting and growing the membership base through their network.



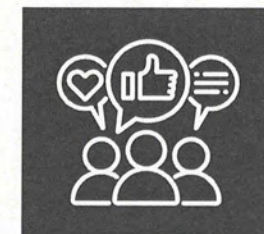
ENGAGEMENT

Enhancing the social and community feel by engaging with the members they have introduced but also meeting their guests and expanding networks.



RETENTION

Encourage their network and members known to them to get the most out of their membership, use the space regularly, attend events and become fully engaged to ensure a higher retention rate.



FEEDBACK

Gather feedback from members to provide valuable insights into understanding member needs and preferences for the venture to evolve.



MEMBERSHIP CATEGORIES

Membership tiers are based on a monthly or annual subscription rate. With a focus on younger generations and those who live and/or work in the borough, a sliding scale of preferential rates are offered to those aged 35 and under.

MEMBERSHIP TIER	DESCRIPTION
Individual	For those aged 35 or above
Under 35	For those aged between 30 and 35
Under 30	For those aged between 25 and 30
Under 25	For those between 18 and 25
Community	100 free memberships for those eligible who live and/or work in the borough with a focus on priority groups
Joint	For those who are in a work partnership and/or relationship
Kings Cross Partnership	Preferential rates for those who are eligible and associated with chosen partner groups e.g. UAL or UCL
International	For those that live permanently outside of the UK but travel to London frequently for work and leisure

**CAMDEN COUNCIL
LICENSING SUB-COMMITTEE
7TH NOVEMBER 2024
BIDBOROUGH WORKS, BIDBOROUGH STREET, LONDON WC1H 9AU**

**ANNEXES TO THE SUBMISSIONS OF
APPLICANT**

Annex 12 - Briefing note to ward councillors

Ewen Macgregor

From: Ewen Macgregor
Sent: 13 October 2024 21:26
To: Neil Vokes
Cc: Lotis Bautista (Cllr); Liam Martin-Lane (Cllr); Jonathan Simpson (Councillor); Esther Jones; Emilie Edberg (emilie@bottaccio.co.uk)
Subject: Eventhia Limited Premises Licence Application Ground, 2nd and 3rd Floors of the Former Camden Town Hall, Bidborough Street
Attachments: Eventhia Limited BBSt Revised OS.pdf; DRAFT INDEX TO MANAGEMENT PLAN.pdf

Good evening Neil

Briefing Note to Ward Councillors

This note is produced to assist the Ward Councillors in understanding the steps that Eventhia Limited will take to promote the licensing objectives at their proposed premises on the 2nd and 3rd Floor at the former Town Hall.

Attached to this note is the proposed operating schedule.

In light of the comments received to the application further revisions to the operating schedule are proposed. These relate to:

- membership rights,
- access to and from the premises via Bidborough Street and
- visibility on to the terraces.

As to hours:

- The proposed hours of use have been curtailed from that which was originally proposed
- The provision of licensable activities in each part of the premises is further restricted by condition (see *conditions 13 - 18*)
- Save for late night refreshment (i.e. the sale of hot food and drink after 2300), licensable activities will be restricted in line with the Council's Framework Hours policy.

The operating schedule has been the subject of significant scrutiny by the responsible authorities, in particular the Police and EHO. None of the responsible authorities has made a representation to the application. Nevertheless, the applicant has proposed still further restrictions as set out above.

This note sets out how the operator intends to promote the licensing objectives at the Premises

The Management Plan

The premises will be operated according to a Management Plan. The contents of the Plan will be in accordance with *conditions 19 - 21* while *condition 22* requires that the premises be managed in accordance with the Plan.

The Management Plan will be a living document, updated and amended as required. It includes:

- Membership and Guest Policy
- Noise Management Plan
- Dispersal Policy
- Counter Terrorism
- Terrace Policy
- Fire Risk Assessment
- Neighbourhood Communications Pan

A copy of the current draft index to the Management Plan is attached.

The Management Plan is subject to ongoing scrutiny by the Council, Police, EHO and members of the other responsible authorities.

As a condition of the licence Eventhia has committed to host a Community Meeting at least every quarter, at the request of the local residents or businesses.

Over and above the inclusion of the Management Plan within the operating schedule, a number of conditions are included within the operating schedule that are designed to address and promote the 4 licensing objectives

Crime and Disorder

A number of specific conditions are included in the operating schedule in relation to the promotion of the crime and disorder licensing objective.

These conditions have all been developed and agreed with the Police

- CCTV *conditions 24 to 28*

An extensive CCTV system will be installed both inside and outside the premises

The provision and use of CCTV in the premises is subject to conditions agreed with the Police, requiring not only the installation of CCTV in the premises subject to the minimum requirements of the Police, but also that the system is maintained and checked with any breakdown being notified to the police.

- Incident Log *conditions 29 and 30*
- Incident Reporting *condition 31 and 32*
- Training
- SIA Door security

There will be AT LEAST one member of SIA registered door security on the premises at all times, with this number increasing to AT LEAST 2 from 20:00

At all times the provision of door security will be risk assessed and where the risk assessment identifies that more than the minimum number of door security is required, then these will be employed as appropriate.

Prevention of Public Nuisance

The conditions in relation to the prevention of public nuisance have been drafted and agreed in consultation with the EHO.

- Noise Management Plan *condition 41*

In addition to being part of the Management Plan (see above) the operating schedule includes a specific condition that "A noise management policy must be prepared and implemented at the premises. The noise management policy to be agreed with Camden Council should be periodically reviewed and updated. A copy will always be available to officers on request."

- Public Nuisance – *condition 42*

A specific condition has been added to the licence that no noise generated on the premises shall give rise to a public nuisance, with all speakers located on the premises being isolated from the main structure of the building

- External doors and windows – *condition 43*

The condition in relation to external doors and windows, on the Bidborough Street side of the Premises has been strengthened so that, save for immediate access and egress, these are shut at all times.

It should be noted that all windows on the premises are triple glazed.

- The use of the terraces – *condition 48*

In addition to the terraces being monitored by staff when they are in use, the terraces will be covered by CCTV.

There is to be NO sale of alcohol from the terraces and there will be no regulated entertainment provided in the terraces.

The use of the terraces is further restricted as follows (see *condition 18*)

o Bidborough Street Terraces

The terraces will be open between the hours of

16th Oct – 15th March: Mon–Sun: 09.00 – 19.00

16th March – 15th Oct: Mon–Sun: 09.00 – 21.00

o Euston Road

Save for members of staff carrying out their work duties and persons who wish to temporarily use the terraces for the purposes of smoking the terraces on Euston Road will be open between the hours of

Monday to Thursday 07.00 – 23.30

Friday and Saturday 07.00 – 00.00

Sunday 07.00 – 22.30

Public Safety

The Management Plan (see above) has specific sections that attend to issues of public safety which include, but are not limited to

- Fire Risk Assessment
- Emergency Evacuation
- Counter Terrorism
- Drugs Policy
- Arrangements for Vulnerable Persons and underage sales

Further specific conditions in relation to public safety are included

- WAVE Training – *condition 50*

The process of having staff trained on Welfare and Vulnerability Engagement has already started with key members of staff having attended the Council-promoted training.

This will continue up to, and beyond, the opening of the premises.

- Health and Safety risk assessments and training – *condition 52*
- Ask Angela – *condition 53*
- First Aid – *conditions 54 to 56*

Protection of Children from Harm

Conditions relating to protection of children from harm can be found at *conditions 58 to 62*, and in particular the following are highlighted:

57. No person under the age of 18 shall be admitted to the premises unless accompanied by an adult

58. When children under the age of 18 are in the premises they will be supervised by a parent or guardian

59. All Children under the age of 18 must vacate the premises by no later than 23:00 hours.

A number of the representations that have been received suggest that the premises may become a draw for paedophiles, given the proximity of the nearby primary school.

Eventhia do not accept this. There has been no representation to the application from the local child safeguarding board. Eventhia has also engaged with, and met, the head mistress of the local primary school. These concerns have not been expressed to Eventhia by the school which has not made a representation to the application.

Additional Conditions

Following a review of the representations Eventhia is happy for the following additional conditions to be added to the licence:

1. Membership

Following a specific request made by Cllr J Simpson the following is agreed

That there must be a period of at least 14 days between the time when a person applies for membership and membership rights being taken up

In light of this old condition 9 has been removed (see strike through on the attached).

2. Access/Egress from Bidborough Street

The applicant has listened to the concerns raised by the local residents and is happy to restrict access and agrees to the premises via the Bidborough Street entrance as set out below, being half an hour after the terminal hour for the sale of alcohol (such hours being in line with the Council's Framework Hours Policy)

Save in the case of disabled access/egress and in the case of an emergency there shall be no access or egress to the Premises from the Bidborough Street entrance after the following times:

- o Monday to Thursday – 00:00
- o Friday and Saturday – 00:30
- o Sunday 23:00

3. The use of the Terraces

The use of the terraces on Bidborough Street is already subject to a number of conditions as set out above (both in terms of activities that can be provided and hours of operation)

The use of the terraces also forms part of the noise management plan, which is included in the Management Plan as well as being a specific condition on the licence at 41. Further the noise management plan has to be agreed with Camden Council. This will be the subject of ongoing review.

In light of specific concerns raised about visibility into the terraces Eventhia is happy to offer the following additional condition

That screens/planters to a height of no less than 2.1m be installed in the terraces facing onto Bidborough Street

Summary

Eventhia hopes that this note is helpful in assisting the ward councillors in understanding the steps that Eventhia Limited are proposing to take to promote the licensing objectives and, having received the representations, the further conditions they are happy to be included on the operating schedule.

With best wishes

Ewen Macgregor
Partner
For TLT LLP


[LinkedIn](#) [Twitter](#)
www.tlt.com

The Government has introduced legislation to be known as "Martyn's Law", which will have wide ranging impact on many public places (including hospitality and leisure venues)

A link to the Government announcement can be found [here](#) and a link to the Terrorism (Protection of Premises) Bill, and background documents, can be found [here](#)

**CAMDEN COUNCIL
LICENSING SUB-COMMITTEE
7TH NOVEMBER 2024
BIDBOROUGH WORKS, BIDBOROUGH STREET, LONDON WC1H 9AU**

**ANNEXES TO THE SUBMISSIONS OF
APPLICANT**

Annex 13 - Letter to Representors



For The Kind Attention Of The Residents,

We are writing in relation to the representations made regarding the licence application:
Application Ref: APP\PREMISES-NEW\122977 / Licence ref: PREM-LIC\122976

We have carefully reviewed all submissions and appreciate the time and effort you have taken to share your views and concerns. Your participation and feedback has been invaluable, and we want to assure you that we have taken all concerns into account.

After an extensive consultation with local residents, businesses, ward councillors, and responsible authorities — including the Environmental Health Officer, Police, and Camden's licensing team — our aim has been to address all concerns in the clearest and most thorough way possible.

You will find attached an updated and proposed operating schedule. We will be inviting the Committee to attach these conditions to any licence that may be granted. You will notice that several new conditions have been included to further address the issues raised. Should any resident wish to meet, has additional questions, or requires clarification ahead of the hearing scheduled for the 7th of November, please do not hesitate to contact us.

As always, we are available and remain committed to engaging with the local community. Our aim is to be a positive and thriving presence in the neighbourhood.

Thank you for your continued input and engagement.



Agreed conditions on the Licence

As a condition of the licence Eventhia has committed to host a Community Meeting at least every quarter, at the request of the local residents or businesses.

Over and above the inclusion of the Management Plan within the operating schedule, a number of conditions are included within the operating schedule that are designed to address and promote the 4 licensing objectives:

1. Crime and Disorder

A number of specific conditions are included in the operating schedule in relation to the promotion of the crime and disorder licensing objective.

These conditions have all been developed and agreed with the Police

- CCTV *conditions 24 to 28*

An extensive CCTV system will be installed both inside and outside the premises

The provision and use of CCTV in the premises is subject to conditions agreed with the Police, requiring not only the installation of CCTV in the premises subject to the minimum requirements of the Police, but also that the system is maintained and checked with any breakdown being notified to the police.

- Incident Log *conditions 29 and 30*
- Incident Reporting *conditions 31 and 32*
- Training
- SIA Door security

There will be AT LEAST one member of SIA registered door security on the premises at all times, with this number increasing to AT LEAST 2 from 20:00

At all times the provision of door security will be risk assessed and where the risk assessment identifies that more than the minimum number of door security is required, then these will be employed as appropriate.

2. Prevention of Public Nuisance

The conditions in relation to the prevention of public nuisance have been drafted and agreed in consultation with the EHO.

- Noise Management Plan *condition 41*

In addition to being part of the Management Plan (see above) the operating schedule includes a specific condition that “A noise management policy must be prepared and implemented at the premises. The noise management policy to be agreed with Camden Council should be periodically reviewed and updated. A copy will always be available to officers on request.”

- Public Nuisance – *condition 42*

A specific condition has been added to the licence that no noise generated on the premises shall give rise to a public nuisance, with all speakers located on the premises being isolated from the main structure of the building

- External doors and windows – *condition 43*



IL BOTTACCIO

The condition in relation to external doors and windows, on the Bidborough Street side of the Premises has been strengthened so that, save for immediate access and egress, these are shut at all times.

It should be noted that all windows on the premises are triple glazed.

- The use of the terraces – *condition 48*

In addition to the terraces being monitored by staff when they are in use, the terraces will be covered by CCTV.

There is to be NO sale of alcohol from the terraces and there will be no regulated entertainment provided in the terraces.

The use of the terraces is further restricted as follows (see *condition 18*)

- o Bidborough Street Terraces

The terraces will be open between the hours of

16th Oct – 15th March: Mon–Sun: 09.00 – 19.00

16th March – 15th Oct: Mon–Sun: 09.00 – 21.00

- o Euston Road

Save for members of staff carrying out their work duties and persons who wish to temporarily use the terraces for the purposes of smoking the terraces on Euston Road will be open between the hours of

- Monday to Thursday 07.00 – 23.30
- Friday and Saturday 07.00 – 00.00
- Sunday 07.00 – 22.30

3. Public Safety

The Management Plan has specific sections that attend to issues of public safety which include, but are not limited to

- Fire Risk Assessment
- Emergency Evacuation
- Counter Terrorism
- Drugs Policy
- Arrangements for Vulnerable Persons and underage sales

Further specific conditions in relation to public safety are included

- WAVE Training – *condition 50*

The process of having staff trained on Welfare and Vulnerability Engagement has already started with key members of staff having attended the Council-promoted training.

This will continue up to, and beyond, the opening of the premises.

- Health and Safety risk assessments and training – *condition 52*
- Ask Angela – *condition 53*
- First Aid – *conditions 54 to 56*

4. Protection of Children from Harm

Conditions relating to protection of children from harm can be found at *conditions 58 to 62*, and in particular the following are highlighted:

57. No person under the age of 18 shall be admitted to the premises unless accompanied by an adult



IL BOTTACCIO

58. When children under the age of 18 are in the premises they will be supervised by a parent or guardian

59. All Children under the age of 18 must vacate the premises by no later than 23:00 hours.

A number of the representations that have been received suggest that the premises may become a draw for paedophiles, given the proximity of the nearby primary school. Eventhia do not accept this. There has been no representation to the application from the local child safeguarding board. Eventhia has also engaged with, and met, the head mistress of the local primary school. These concerns have not been expressed to Eventhia by the school which has not made a representation to the application.

Additional Conditions

Following a review of the representations Eventhia is happy for the following additional conditions to be added to the licence:

- Membership

Following a specific request made by Cllr J Simpson the following has been agreed

That there must be a period of at least 14 days between the time when a person applies for membership and membership rights being taken up.

In light of this old condition 9 has been removed (see strike through on the attached).

- Access/Egress from Bidborough Street

The applicant has listened to the concerns raised by the local residents and has agreed to restrict access and agrees to the premises via the Bidborough Street entrance as set out below, being half an hour after the terminal hour for the sale of alcohol (such hours being in line with the Council's Framework Hours Policy)

Save in the case of disabled access/egress and in the case of an emergency there shall be no access or egress to the Premises from the Bidborough Street entrance after the following times:

- o Monday to Thursday – 00:00
- o Friday and Saturday – 00:30
- o Sunday 23:00

- The use of the Terraces

The use of the terraces on Bidborough Street is already subject to a number of conditions as set out above (both in terms of activities that can be provided and hours of operation)

The use of the terraces also forms part of the noise management plan, which is included in the Management Plan as well as being a specific condition on the licence at 41. Further the noise management plan has to be agreed with Camden Council. This will be the subject of ongoing review.

In light of specific concerns raised about visibility into the terraces Eventhia is happy to offer the following additional condition

That screens/planters to a height of no less than 2.1m be installed in the terraces facing onto Bidborough Street



IL BOTTACCIO

Summary

Eventhia hopes that this note is helpful in assisting the Residents in understanding the steps that Eventhia Limited are proposing to take to promote the licensing objectives and, having received the representations, the further conditions they are happy to be included on the operating schedule.

With best wishes,

Emilie Edberg



24-10-2024