

Business and Planning Act 2020

APPLICATION FOR PAVEMENT LICENCE

The completed application form together with the required documents and fee must be sent to;

The London Borough of Newham
Highways and Sustainable Transport
Network Management
Newham Dockside
1000 Dockside Road
London
E16 2QU

Skipsand.Scaffolding@newham.gov.uk

Part B **must** be displayed to the public at the premises upon application, for 14 days

1. Where do you want the pavement licence to apply:

Address of Licence:

27 Broadway, E15 4BQ, Stratford, London

Business Name of premises:

The Refreshment Room

The application is for:

(enter quantity) 5
and drink.

Tables and 20

Chairs, for the purposes of serving food

Details of Any other equipment being considered

2 parasols, 5 barriers

2. Is the land to be used owned or maintained by

- Newham Council as the Highway Authority:
- Network Rail
- Transport for London (TfL) or any of its subsidiaries

<input checked="" type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

3 What is the:

- The width of the land that you wish to use: 9
- The depth of the land that you wish to use: 2
- Total area of the land that you wish to use: 18

metres

metres

square metres

2. Applicant Details

First name: Daniel

Family/ Surname Downes

Address:

Business Address *(if different from above)*:

27 Broadway Stratford E15 4BQ

Date of Birth:

Main contact Telephone number: 02031057082

Mobile Number:

Email address: danieldownes@live.com

Company name: *(if applicable)*:

Registered Office: *(if applicable)*

Principle Trading address: *(if applicable)*:

The Refreshment Room 27 Broadway Stratford E15 4BQ

Registration number: *(if applicable)*

3. Application Details:

3.1 Who will you appoint to be in charge of the area used for the tables and chairs
(e.g. manager of premises)

Managers of premises

3.1. On what days and during what times do you want to put the tables and chairs on the land (use 24 hour clock):

Day	Start	Finish
Mon	09:00	22:00
Tues	09:00	22:00
Weds	09:00	22:00
Thurs	09:00	22:00
Fri	09:00	00:00
Sat	09:00	00:00
Sun	09:00	22:00

Note: The Council has a standard condition that the hours of operation may only be between **09.00 to 22.00 hours** on Monday to Sunday. The Council will only be prepared to extend those hours in exceptional circumstances. If you wish to trade before 09.00 hours or after 22.00 hours, please give details of the hours and full reasons below:

We wish for the council to consider an extension of hours on Fridays and Saturdays because we hold a late premises licence (04.00). We would like the hours to be extended to 00.00 on Fridays and Saturdays

The Network Management Team reserves the right to restrict times of operation in the interests of the public.

- 3.3 Permissions are normally granted for a 3 month period (renewable subject to payment)
- 3.4 Give a brief description of the types of chairs, tables and barriers that will be used on the Highway including the numbers and what they are made of and their colours.
- 3.5 Give details of the toilet and hygiene facilities that will be provide for persons using the area, including the location of the facilities and their numbers.
- 3.6 What provision you have made for smoking and non-smoking areas for seating
- 3.7 Give details of the steps that you will be taking to ensure that the use of the highway does not cause a public nuisance to either nearby residents/businesses or passers-by. This should include preventative measures to stop noise nuisance that may be caused by patrons using the premises or arriving at or leaving the premises in particular at night.
- 3.8 Give details of the steps that you will be taking to ensure that the use of the highway does not cause or attract anti-social behaviour, crime or disorder in the vicinity (e.g. groups of people attracted by the operation gathering immediately outside the land and causing problems).
- 3.9. What arrangements will be made for the regular collection of any litter or other rubbish in the vicinity of the area that have been caused by the business?
- 3.10 How often will the tables and the land be cleaned of plates, drinking vessels and other utensils, waste, rubbish etc.?
- 3.11 What arrangements will be made for the storage and collection of any litter, waste, rubbish etc.?
- 3.12 What, if any arrangements or measures have you considered/put in place to reduce the risk to customers from vehicle incursions and social distancing?

3.13 Please give any other information which you believe will be of assistance to the Council in its consideration of the application

3.14 Please supply a plan clearly showing the proposed area covered by the licence in relation to the highway, if not to scale, with measurements clearly shown. The plan must show the positions and number of the proposed tables and chairs, together with any other items that the applicant wishes to place on the highway. The plan shall include clear measurements of, for example, pathway width/length, building width and any other fixed item in the proposed area.

3.15 a risk assessment demonstrating how the applicant will manage social distancing and the conflict between pedestrians using the footway, those using the tables and those queuing to access the premises,

Documents etc. to be submitted with this application form:

I have enclosed the following documents etc with this application form	State Yes or No
The fee (this can be paid by Credit/Debit card by calling 020 3373 1463)	choose
Plans in accordance with number 3.2(a) and (b) of the Rules Governing Applications	Yes <input type="checkbox"/>
Proof of any Public Liability insurance	Yes <input type="checkbox"/>
Photographic evidence of placement of notice in Part B. showing prominent location in premises window and overview of location in relation to premises as a whole showing Part B form displayed.	Yes <input type="checkbox"/>

Declaration of Applicant

1. I hereby declare that:

a) I have read the Councils:

- Rules Governing Applications
- Standard Conditions
- Guidelines For Determination of Applications

b) I am aware that 'tacit approval' does not apply to this application

c) The details contained in this application and any attached documents are correct to the best of my knowledge and belief.

2. I/we hereby further declare that I/we shall indemnify and save harmless the Council of the London Borough of Newham against any claim in respect of injury, damage or loss arising out of the grant of the permission that is not attributable to the negligence of the Council

Signed:

Print Name Daniel Downes

Dated 21/04/2021



ACCELERANT

CERTIFICATE OF EMPLOYERS' LIABILITY INSURANCE(a)

(Where required by regulation 5 of the Employers' Liability (Compulsory Insurance) Regulations 1998 (the Regulations) (and as amended), one or more copies of this certificate must be displayed at each place of business at which the policy holder employs any relevant employee of the class or description to which such certificate relates. These requirements will be satisfied if the certificate is made available in electronic form and each relevant employee to whom it relates has reasonable access to it in that form)

Policy Number: BRO4/6214360

- 1. NAME OF POLICY HOLDER :** SERENE ENTERTAINMENTS LTD T/A THE REFRESHMENT ROOM
- 2. DATE OF COMMENCEMENT OF INSURANCE:** 09 July 2020
- 3. DATE OF EXPIRY OF INSURANCE :** 08 July 2021

We hereby certify that subject to paragraph 2:

1. the policy to which this certificate relates satisfies the requirements of the relevant law applicable in Great Britain, Northern Ireland, the Isle of Man, the Island of Jersey, the Island of Guernsey and the Island of Alderney; and (b)
2. the minimum amount of cover provided by this policy is no less than £5 million (c)

Signed on behalf of
Accelerant Insurance Limited (Authorised Insurer)



Frank O'Neill
Chief Underwriting Officer

Notes:

- a) Where the employer is a company to which regulation 3 (2) of the Regulations applies, the certificate shall state in a prominent place, either that the policy covers the holding company and all its subsidiaries, or that the policy covers the holding company and all its subsidiaries except any specifically excluded by name, or that the policy covers the holding company and only the named subsidiaries.
- b) Specify applicable law as provided for in regulation 4 (6) of the Regulations.
- c) See regulation 3(l) of the Regulations and delete whichever of paragraphs 2(a) or 2(b) does not apply. Where 2(b) is applicable, specify the amount of cover provided by the relevant policy.

Underwritten by
Accelerant Insurance Limited
Registered with Number C 92407 at Soho, The Strand, Office 2, Fawwara Building, Triq L-Imsida, Gzira GZR1401, Malta
Accelerant Insurance Limited is authorised under the Insurance Business Act (Cap. 403 of the Laws of Malta) to carry on general business and is regulated by the Malta Financial Services Authority.

Note: The information below this line does not form part of the statutory certificate

Policy issued and administered by Nationwide Broker Services Limited, 2 Aire Valley Business Park, Bingley, BD16 1WA –
Telephone 01274 518383

Section 5: Employers Liability

Cover

Indemnity against legal liability for injury to or illness of employees arising out of or in the course of the business and within the Territorial Limits.

Limit of Indemnity

£10,000,000

Please note that a copy of the Certificate of Employers' Liability Insurance should be displayed at each place of business where you employ persons covered by this policy. It is however satisfactory to make the certificate available in electronic form, providing that it is reasonably accessible to relevant employees to whom it relates. We also recommend that you retain this certificate after it has expired as under current legislation, if no insurance records can be found at the time of any future claim, an employer could be held responsible for payment of all or part of the claim.

Section 4: Public Liability

Cover

Indemnity against legal liability for injury to third parties or loss of or damage to third party property arising out of the business.

Limit of Indemnity

£2,000,000

Commercial Combined Package

POLICYHOLDER	SERENE ENTERTAINMENTS LTD & UNIQUE PUB PROPERTIES THETA LIMITED T/A THE REFRESHMENT ROOM
INSURER	Nationwide Broker Services Limited
POLICY NUMBER	76708317
PERIOD OF INSURANCE	09/07/2020 to 08/07/2021
BUSINESS DESCRIPTION	Night Club

Scope of Cover

Section 1:	Material Damage
Section 2:	Business Interruption
Section 3:	Employees
Section 4:	Public Liability
Section 5:	Employers Liability

3.4 The 4 tables are made of metal legs and the tops are of mosaic surface.

The 16 chairs are metal frame and rattan back and seat. All are grey and white in colour.

3.5 The toilets on the premises will be made available for all customers using the area (2 ladies and 2 gents)

3.6 There will be a designated smoking area as outlined on the plan.

3.7 The area used shall be monitored regularly by staff and SIA registered door supervisor. Any person causing noise and nuisance will be asked to leave.

3.8 The area used shall be monitored by staff and SIA registered door supervisor regularly. Customers causing anti social behaviour will be asked to leave. Any customers suspected of committing crime and disorder will be monitored by external CCTV and footage will be given to the relevant authority upon request.

3.9 All litter shall be collected by members of staff at regular intervals.

3.10 Once meals and drinks have been consumed all plates, drinking vessels, utensils and waste will be removed.

3.11 We have an existing contract with Newham Refuse department. Our rubbish is stored in the bins supplied and collected by Newham Refuse (twice weekly)

3.12 To reduce the risk of vehicle incursions we will have barriers around the area used. The barriers will also increase visibility. Each table will only seat 4 people at a time if they are in the same group. Customers that are not in the same group will be seated back to back.

3.13 N/A

3.14 Plans attached.

3.15 There shall be barriers surrounding the area covered by the licence to manage social distancing and the conflict between pedestrians using the footway and those using the tables and chairs. If there is any queuing it will be done internally and not on the pavement. Hand sanitiser is supplied to all customers. Customers will be seated in groups of no more than 4 persons. Some customers will be seated back to back. Tables and chairs will be sprayed with anti viral spray at regular intervals.

THE REFRESHMENT ROOM

27 Broadway
Stratford
London
E15 4BQ

LEGEND

Barriers ●—●

Parasol ☒

Table □

Chair ○





