

Appendix A

Section 16 of 18
LICENSING OBJECTIVES
Describe the steps you intend to take to promote the four licensing objectives: a) General – all four licensing objectives (b,c,d,e) List here steps you will take to promote all four licensing objectives together. When planning and putting together the programme of activities and events for the Ironworks Studio consideration will be given to the type and nature of each arts, culture and performance events. Many of the uses will be as a production space studio for a range of LGBTQ+ artists, performers and film makers to create, make and deliver their respective projects. The focus of our venue is arts, culture, visual and creative arts offer. Our venue is promoted as a safe space for all but also a safe Queer space for the LGBTQ+ community. An event plan and risk assessment is produced for each separate activity and in addition the Ironworks Studios will have a Fire Risk Assessment, Emergency, Security and Stewarding plans that will sit alongside each event to determine the level of management and security support required. Where required and as determined by the risk assessment we will engage SIA staff to support the onsite team managing events and activities. We offer training opportunities for staff in areas of safeguarding and supporting vulnerable people. We operate Challenge 25 when a bar is part of the offer. We provide training in alcohol management and sales. A refusal log book and an incident log book are in place and completed as required. Volunteers and paid bar staff are given an induction before each session or production and taken through their roles and responsibilities. There is a paid senior member of staff on site at all times as well as the DPS when the bar facility is in operation and is part of the overall offer. Our licensed areas capacity which is based on our fire risk assessment will at no time exceed 290 persons including staff. Tickets for events will be sold to customers in advance where possible, stewards and door staff will ensure that the number of people in the building is logged and controlled for the duration of the event.

b) The prevention of crime and disorder

There are 9 x digital CCTV cameras installed throughout the building that records 24/7 which will store recordings for one month. All exit and entry access doors are covered by the cameras.

No controlled substances or suspected controlled substances will be allowed into the Ironworks Studios.

At ticketed events the SIA levels will be set according to the risk assessment and the specific event plan.

All SIA security and stewarding staff will be fully briefed as to their required roles, duties and responsibilities they will have a familiarization briefing prior to doors opening for an event where SIA are required to be on site.

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All Security and stewarding staff will sign in and out at events and projects that they support.

All licensed SIA staff will have their SIA license clearly displayed at all times and will be clearly identifiable as security.

An incident and log book will be completed for any incident that takes place within the licensed premises. The book will be made available upon request.

No Alcohol will be allowed to be brought into the venue.

Anyone deemed to be drunk and/or disorderly or under the influence of controlled substances will be refused entry to the venue.

A robust 'Challenge 25' policy will be in place when an event is supported by a licensed bar. Any person attempting to buy alcohol who appears to be under 25 will be asked for photographic ID as proof of their age. The only ID that will be accepted are valid passports and UK driving licences with a photograph

At the end of an event all alcoholic drinks will be secured safely to prevent unauthorized access or sale.

Refusal log books will be completed for any refusal of the sale of alcohol. There will be a log book at the bar and this will be made available upon request.

c) Public safety

Event capacities will be determined for each event as per the fire risk assessment for the room lay out.

First Aid facilities will be available on site for immediate emergencies and first aid procedures will be followed and the accident book completed

We will make drinking water available from the café/bar free of charge at all times.

Any antisocial behavior during events and activities taking place, including intoxication or drug use will result in removal of the offending parties from the venue .

The license holder shall ensure that a health and safety risk assessment is completed and reviewed on a regular basis.

An incident book will be completed for any incident that takes place within the licensed premises. The book will be made available upon request to officers from the Licensing Authority, Trading Standards and Sussex Police.

d) The prevention of public nuisance

All licensable activity will be held inside in either Studio A Studio B or Studio C

Potential customers and clients will be informed that the venue is in a mixed use area consisting of office, industrial and residential. All users of the building and customers attending events will be informed of this and that clear signage through-out the venue will be used to remind and inform customers and clients of the proximity of residential areas and to be respectful when leaving the building late at night.

Blackman Street will be our primary egress as this is mostly office buildings and the furthest distance for residential dwellings and will be the the most direct route to Brighton Station and buses/taxi service east and west from London Road.

There will be an internal sound system installed in both Studio A, Studio B & Studio C that have inbuilt processing systems

