



## Licensing Committee

**Date:** TUESDAY, 23 APRIL 2024

**Time:** 1.45 pm

**Venue:** COMMITTEE ROOM - 2ND FLOOR WEST WING, GUILDHALL

**Members:**

James Tumbridge (Chairman)	Michael Hudson
Deputy John Fletcher (Deputy Chairman)	Deputy Shravan Joshi
Brendan Barns	Graham Packham
Deputy Peter Dunphy	Jason Pritchard
Mary Durcan	David Sales
Sophie Anne Fernandes	Ceri Wilkins
Anthony David Fitzpatrick	Luis Felipe Tilleria
Deputy Marianne Fredericks	

**Enquiries:** Raquel Pinto  
Raquel.Pinto@cityoflondon.gov.uk

### Accessing the virtual public meeting

Members of the public can observe all virtual public meetings of the City of London Corporation by following the below link:

<https://www.youtube.com/@CityofLondonCorporation/streams>

A recording of the public meeting will be available via the above link following the end of the public meeting for up to one civic year. Please note: Online meeting recordings do not constitute the formal minutes of the meeting; minutes are written and are available on the City of London Corporation's website. Recordings may be edited, at the discretion of the proper officer, to remove any inappropriate material.

Whilst we endeavour to livestream all of our public meetings, this is not always possible due to technical difficulties. In these instances, if possible, a recording will be uploaded following the end of the meeting.

**Ian Thomas CBE**  
Town Clerk and Chief Executive

# AGENDA

1. **APOLOGIES**

2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**

3. **PUBLIC MINUTES**

To agree the public minutes of the meeting held on 8 February 2024.

**For Decision**  
(Pages 5 - 14)

4. **MINUTES OF LICENSING (HEARING) SUB-COMMITTEES**

To receive the public minutes of the licensing hearing in respect of the following premises:

a) Easy Shop & Go, 148 Fleet Street, London, EC4A 2BU – 24 January 2024 (Pages 15 - 24)

b) Townhouse, 10-11 Great New St, EC4A 3BN – 01 March 2024 (Pages 25 - 30)

**For Information**

5. **APPEALS AGAINST LICENSING (HEARING) SUB COMMITTEE DECISIONS**

The Comptroller and City Solicitor to be heard.

**For Information**

6. **DELEGATED DECISIONS OF THE EXECUTIVE DIRECTOR ENVIRONMENT PERTAINING TO PREMISES LICENCES**

Report of the Interim Executive Director Environment.

**For Information**  
(Pages 31 - 48)

7. **LATE NIGHT LEVY - CHARGES, EXEMPTIONS, DISCOUNTS AND BEST PRACTICE SCHEMES**

Report of the Interim Executive Director Environment.

**For Information**  
(Pages 49 - 64)

8. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

9. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

10. **EXCLUSION OF THE PUBLIC**

**MOTION** - That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.

11. **CITY OF LONDON POLICE QUARTERLY UPDATE**

Report of the Commissioner of Police.

**For Information**  
(Pages 65 - 80)

12. **APPENDIX 4: DELEGATED DECISIONS OF THE EXECUTIVE DIRECTOR ENVIRONMENT PERTAINING TO PREMISES LICENCES**

To be read in conjunction with item 6 on the agenda.

**For Information**  
(Pages 81 - 90)

13. **NON PUBLIC QUESTIONS RELATING TO THE WORK OF THE COMMITTEE**

14. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

This page is intentionally left blank

**LICENSING COMMITTEE**

**Thursday, 8 February 2024**

Minutes of the meeting of the Licensing Committee held at Guildhall on Thursday, 8 February 2024 at 1.45 pm

**Present**

James Tumbridge (Chairman)  
Deputy John Fletcher (Deputy Chairman)  
Brendan Barns  
Mary Durcan  
Deputy Marianne Fredericks  
Michael Hudson  
Graham Packham  
Ceri Wilkins

**In Attendance (online)**

David Sales

**Officers:**

Raquel Pinto	–	Town Clerk's Department
Jennifer Phillips	–	Comptroller & City Solicitor's Department
Gavin Steadman	–	Environment Department
Rachel Pye	–	Environment Department
Aggie Minas	–	Environment Department
Jenny Pitcairn	–	Chamberlain
Caroline Hay	–	City of London Police
Andrew Buckingham	–	Communications and External Affairs

**1. APOLOGIES**

Apologies were received from Deputy Peter Dunphy. Apologies were also received from David Sales who was unable to attend the meeting in person but was observing online.

**2. MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**

There were no declarations.

**3. PUBLIC MINUTES**

**RESOLVED** – That the public minutes and summary of the meeting held on 26 October 2023, be approved as a correct record.

**4. \*MINUTES OF LICENSING (HEARING) SUB-COMMITTEES**

The Committee received the minutes from the Licensing (Hearing) Sub-Committee in respect of the premises 60 Bartholomew Close, London, EC1A 7BF on the 15 November 2023.

It was noted that Mr Fitzpatrick's surname was missing the 'k,' which therefore needed amending.

RECEIVED.

5. **ANNUAL REVIEW OF TERMS OF REFERENCE**

The Committee received a report of the Town Clerk with regards to the Annual Review of Terms of Reference of the Licensing Committee.

**RESOLVED** – That Members

- Agree the terms of reference of the Licensing Committee for submission to the Court of Common Council in April,
- Agree that any further changes required in the lead up to the Court's appointment of Committees be delegated to the Town Clerk in consultation with the Chairman and Deputy Chairman.

6. **DRAFT HIGH-LEVEL BUSINESS PLAN 2024/25 - ENVIRONMENT DEPARTMENT**

The Committee received a report of the Interim Executive Director Environment which presented the draft high-level Business Plan for the Environment Department for 2024/25.

The Chairman explained that previously concerns were raised when this report was originally brought to Committee, that Members were being asked to approve a report that extended beyond the Committee. The report now clearly showed the areas which Members were being asked to approve.

The Committee noted that there had been a subsequent amendment which was not in the main report, which read "Work with City Operations Transportation and Destination City Teams to explore the potential for enhanced waymarking to hospitality and other visitor venues." Following feedback from trades, it was noted that certain venues which had historical stories were not easy to find given their location in alleyways and therefore they would like to be a part of this wayfinding exercise. The Chairman noted that this was a part of joining up different areas of the Corporation so not to work in a siloed manner, and this would help enhance trade as it would attract more people to their establishments, as was the case in other popular tourist areas.

A Member raised a point regarding signage and that smartphone usage was prominent, and that engagement with providers would be just as helpful rather than simply putting up signs.

A Member also enquired regarding the al fresco permanency and whether the relaxations were made permanent. The Committee noted that the Levelling Up and Regeneration Bill was passed, and Officers were waiting on regulations, which should be passed before the temporary regime ended in September. Work on drafting what the policy would be in the long term would commence in April.

A Member raised concerns regarding how premises would be chosen to be a part of the exercise and what criteria would be used, as well as what resource cost was. The Chairman clarified for the Committee, that the Committee was not approving a specific proposal but rather being kept informed, and as such having something in the plan would ensure that that the Committee is sighted whilst not having responsibility for this.

A Member wanted clarification as to what 'business-friendly' approach was, as the Members of the Committee needed to maintain a balanced approach which did not favour one stakeholder over the other. Clearer terminology was therefore needed. The Member raised further concerns regarding point three of Appendix B, as signposting premises to particular areas could be badly perceived particularly with objectors and future licensing hearings as it could lead to one side feeling left out. The Chairman explained that the mapping project was focused on obtaining this information, which would be held internally. Once they had this information then they can think about the detail of the project itself.

The Member further raised that the paper did not simply present a mapping exercise. Given the wording had been published in a public paper, this terminology needed amending, as suggesting areas for more suitable late licensing premises was dangerous and the Committee needed to remain impartial.

The Chairman suggested amendments to the Licensing Service priorities as follows to ensure both the Committee and residents and businesses, of which Members were in agreement:

- Priority 1 - Deliver the Licensing Service within the context of Destination City understanding the needs of residents and businesses.
- Priority 3 - Carry out a mapping project to identify streets, spaces or areas of The City that could be suitable for markets, events, later licensing hours or more licensed premises.

A Member wanted to make the Committee aware as well as officers that there would be a meeting with Paul Martin in March to discuss Destination City, and that it would be crucial to have Licensing representatives there. The Member also voiced concerns from residents about venues operating 24 hours a day. The Chairman advised this was something of which they were aware, and assured this was not something which was being promoted, however, there were others involved in the governance of London which factored in what kinds of venues seek to establish themselves.

**RESOLVED** – That Members

- Note the factors taken into consideration in compiling the Environment Department Business Plan; and

- Approve the elements of the high-level Environment Department Business Plan 2024/25 which fall within the remit of the Licensing Committee, highlighted in red and bold font on pages 1, 2, 3, 6 and 7, subject to the following amendments to Appendix B:
  - Priority 1 - Deliver the Licensing Service within the context of Destination City understanding the needs of residents and businesses.
  - Priority 3 - Carry out a mapping project to identify streets, spaces or areas of The City that could be suitable for markets, events, later licensing hours or more licensed premises.

**7. LICENSING ACT 2003 - POOL OF MODEL CONDITIONS**

The Committee received a report of the Interim Executive Director Environment setting out the general principles on licence conditions that can be included on premises licences or club premises certificates issued under the provisions of the Licensing Act 2003 (the Act).

The Chairman thanked Members for their engagement and thanked officers for their patience and for the depth of information provided. The conditions were drawn up following an extended period of consultation, so that they were easily accessible and understood. The Deputy Chairman asked that as hard copy of the new revised conditions be made available for upcoming licensing hearings.

**RESOLVED –** That Members,

- Agree the revised pool of conditions attached as Appendix 3 to the report.
- Agree that minor changes to the Model Conditions is delegated to the Director of Port Health & Public Protection in consultation with the Chairman and Deputy Chairman of Licensing Committee

**8. REVENUE BUDGETS 2024/25**

The Committee received a joint report of The Chamberlain and the Interim Executive Director Environment regarding the revenue budgets for the Licensing Committee for 2024/25.

A Member raised a point regarding table one on page 58, on the issue of approved revised budgets. It was noted that the Finance Committee had been clear that the procedure of having the latest approved budget must stop. These must be done with the original budget rather than the revised, as this was particularly important for monitoring functions. The Committee noted that the values on the table were the original budget plus the approved adjustments only, therefore this was not a revision. The Chairman suggested that the wording in the column is changed to reflect this, to which officers agreed to take the feedback back to the Chamberlain.

**RESOLVED –** That Members,

- review and approve the proposed Licensing Committee revenue budget for 2024/25 for submission to Finance Committee.



9. **SEX ESTABLISHMENTS - ANNUAL REVIEW OF FEES 2024/25**

The Committee received a report of the Interim Executive Director Environment setting out the annual fees for premises requiring a licence under the Local Government (Miscellaneous Provisions) Act 1982 as a sex establishment. It further outlines case law which indicates that the process for setting the fees must be robust and that income received through the licensing process cannot exceed the cost of administering that process.

**RESOLVED** – That Members, agree the proposed fees for 2024/25 as set out in Appendix 1.

10. **GAMBLING ACT - ANNUAL REVIEW OF FEES 2024-25**

The Committee received a report of the Interim Executive Director Environment setting out the annual fees for premises requiring a license under the Gambling Act 2005.

**RESOLVED** – That Members, agree the proposed fees for 2024/25 as set out in Appendix 1 (column 6, 'Proposed Fee').

11. **APPEALS AGAINST LICENSING (HEARING) SUB COMMITTEE DECISIONS**

The Comptroller & City Solicitor advised the Committee that there had been no appeals against Licensing (Hearing) Sub-Committee decisions.

**RECEIVED.**

12. **\*DELEGATED DECISIONS OF THE EXECUTIVE DIRECTOR ENVIRONMENT PERTAINING TO PREMISES LICENCES**

The Committee received a report of the Executive Director (Interim) Environment, on the Delegated decisions of the Executive Director Environment pertaining to premises licences.

**RESOLVED** – That the report be noted.

13. **\*LATE NIGHT LEVY - 12 MONTH REPORT (1 OCT 2022 - 30 SEP 2023)**

The Committee received a report of the Executive Director (Interim) Environment, relating to the late-night levy, looking at the ninth year of operation and details the number of premises paying the levy, the income collected and how that money has been spent to date.

The Chairman wanted to update Members on further reports coming to the Committee relating to this levy later in the year. Particularly so that Members could understand what the rules were around the maximum that could be charged as well as further information on discounts, like the safety-first scheme, and how the funds will be spent.

A Member wanted clarification regarding the backlog of invoicing in 2022. It was noted that a moratorium on chasing invoices was put in place as a result of decisions on how to support businesses coming out of the pandemic, therefore

it was not the case these were not sent, but rather they were not being actively chased. Members noted that the levy had shown that it balanced the pressures the City had from the impact on stakeholders, cleansing issues, police resources which were crucial to keeping the City safe, which had been a success. Members highlighted the importance of not having a buffer in the fund and ensuring that there was carry over to ensure continuity. Another Member also noted that the fund was not a damper on late night licensing and given that premises who operated after midnight contributed to overall impact on crime and rubbish, it was felt that the three should be a principle of polluter pays and that the amount that was charged was proportionate and not deterring business.

The Deputy Chairman added that the dispensation was there to encourage good behaviour, and that officers were being asked if there were any further activities or dispensations that could be used to improve behaviour or similar.

A Member raised that the report did not present the police share, and given that this Committee raised the levy, they should have an updated report to reflect this. The Member also raised issues concerning altering the levy itself, and the amount that could be discounted, to which the Chairman advised this would be further looked into at another meeting.

**RESOLVED** – That Members note the report.

14. **\*CITY OF LONDON MAPPING: PROJECT SCOPING POTENTIAL TO MAP AREAS OF SUITABILITY FOR LICENSED ACTIVITY**

The Committee received a report of the Executive Director (Interim) Environment which provided additional detail on the work being carried out to investigate whether there may be potential to identify or map streets, spaces or areas of the City that could be suitable for markets, activations, later licensing hours or more licensed premises as a tool for potential investors to the City.

Members highlighted that the real barrier was down to the website as this did not have up-to-date information or was easily accessible as pages could not be easily found. The website did not show any license premises, and if this was then shown with others such as hotels or pavement licenses the map was unintelligible. Members appreciated having this all-in-one place for ease but added that this should not replace the applicants need to do their own due diligence when submitting an application. The Committee heard that the team were aware that the live feed from the new software was not working on city maps. The City Mapping team were working in the background to fix this problem and were hoping to have this working again shortly. Members asked that to include budget resource implications (as this needed to be constantly updated) and to include accessible venues in the next report to the Committee.

**RESOLVED** – That Members note the report.

15. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

The Chairman asked for an update regarding the need to improve communications with venues and general joining up to make information more accessible. Officers explained that the Licensing Team now contact all premises and do annual look ahead of all city's events. A list goes to Streets and Walkways Committee for approval. Furthermore, updates were provided monthly so that premises could plan around possible upcoming events. For example, recent political marches (which required a joint response with City of London Police) the team would visit the premises to speak to them and advise of any steps that needed to be taken. The Committee also noted the promotional work undertaken by Destination City, who have their own channels of communication, and as a result have since increased businesses reach, with Ye Olde Mitre pub reaching 220,000 users on their website. A member added that Destination City team produced an annual cultural calendar of events which may be of use to Members and premises alike.

A Member highlighted that The Tipperary pub in Fleet Street which had been shut for a long period, was re-opening in due course in March. The premise was in a derelict state with leaks and squatters, but this became an asset of community value and with new ownership, this was now re-opening.

A Member asked what was being done by the City Police to engage with premises and re-train them, as in previous years there were programmes on how to report issues to the police and other basics. The Member highlighted the importance of re-education and engagement to ensure premises were aware of the importance of reporting crimes and protecting crime scenes, but also for the protection of women in venues and security more generally, as there was further work to be done to improve this. The Police were confident that they were actively engaging with all premises. They held two forums a year at the steel yard because of capacity and the attendance, and these were well attended. On the point regarding security, security companies were also invited to this event, so they were on board with the messaging and more information was provided in the non-public paper. During the Christmas campaign, the Police conducted 332 visits, which the late-night levy helped support. The positive key messaging around the Christmas campaign was to do with about violence against women and girls, and on drink spiking. Training had also moved online to facilitate and enhance people's capacity and engagement.

A Member asked what was being done to impress the importance of good behaviour to premises, particularly regarding cleanliness and anti-social behaviour, as this impacted residents and businesses. Furthermore, on premises which were derelict and empty, it was asked how the City could encourage owners to keep these tidy and actively market them, so that vacant premises could be re-used rather than marketing new premises. Officers explained that they now had better resource, which meant they were now able to be a reactive but also a proactive service in terms of environmental health and responses and interventions. Officers were now in the City in the evenings and at night. There is also greater presence now regarding cleaning of graffiti. Officers offered to have a further walk around with the Member to maintain their presence and look at approaches.

16. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**  
There were no urgent items.
17. **EXCLUSION OF THE PUBLIC**  
**RESOLVED** - That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.
18. **NON-PUBLIC MINUTES**  
**RESOLVED** – That the non-public minutes and summary of the meeting held on 26 October 2023 be approved as a correct record.
19. **\*CITY OF LONDON POLICE QUARTERLY UPDATE**  
The Committee received a report of the Commissioner of Police containing data for Quarter 3, July to September 2023 in relation to the nighttime economy, offences recorded by the police and discloses police operations.  
  
**RESOLVED** – That the report be noted.
20. **\*APPENDIX 4: DELEGATED DECISIONS OF THE EXECUTIVE DIRECTOR ENVIRONMENT PERTAINING TO PREMISES LICENCES**  
Members noted that certain premises were not reporting issues to the police and wanted to reinforce the importance of educating these premises and the need for engagement. The Committee noted that the police does maintain a have good relationship with the premises and had discussed this issue with them. The aim was to have premises report any issues to the police and reinforce that the traffic light system was not to penalise premises but rather to keep up engagement. Members suggested that the terminology regarding this is looked at to encourage premises to report more freely and not feel like they were penalised.  
  
**RESOLVED** – That the appendix be noted.
21. **NON PUBLIC QUESTIONS RELATING TO THE WORK OF THE COMMITTEE**  
There were no questions.
22. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**  
There were no items of urgent business.

**The meeting ended at 2.47 pm**

-----  
Chairman

**Contact Officer: Raquel Pinto**  
**Raquel.Pinto@cityoflondon.gov.uk**

This page is intentionally left blank

## MINUTES OF THE LICENSING (HEARING) SUB-COMMITTEE

HELD ON WEDNESDAY 24<sup>th</sup> JANUARY 2024, 2:00PM

### **Sub Committee:**

Deputy John Fletcher (Chairman)  
Ceri Wilkins  
Brendan Barns

### **Officers:**

Raquel Pinto – Town Clerk's Department  
Aggie Minas – Licensing Manager, Environment Department  
Robert Breese – Licensing Officer, Environment Department  
Jennifer Phillips - City Solicitor

### **Applicant:**

Mr Inderpal Gaba  
Mr S Panchal (Applicant's Counsel)

### **Making representations:**

Alderwoman Martha Grekos  
Eamonn Mullaly

### **Licensing Act 2003 (Hearings) Regulations 2005**

**A Public Hearing was held at 2:00pm to consider representations submitted in respect of an Application for a Premises Licence by Mr Inderpal Singh Gaba, 116 Redfern Avenue, Whitton, Hounslow, TW4 5LZ, for Easy Shop & Go, 148 Fleet Street, London, EC4A 2BU.**

**The Sub-Committee had before it the following documents:**

- Hearing Procedure
- Appendix 1: Report of the Executive Director Environment
- Appendix 2: Copy of Application
- Appendix 3: Representations from Other Persons
  - Resident 1
  - Resident 2
  - Resident 3
  - Resident 4
  - Resident 5
  - Resident 6
  - Resident 7
- Appendix 4: Conditions consistent with the operating schedule

- Appendix 5: Map of subject premises together with other licensed premises in the area and their latest terminal time for alcohol sales
- Appendix 6: Plan of Premises

The Hearing commenced at 2:00pm. The Chairman introduced himself before asking the Sub Committee, the City of London Corporation officers and other parties present to introduce themselves.

The Chair confirmed the nature of the application which was the sale of alcohol for consumption off the premises. The Chair also explained the order of proceedings, as set out in the agenda pack circulated to all parties.

**During the presentation from the applicant, the following points were noted:**

- The Applicant was an experience licence holder, with more than 8 businesses since 2009, around the Hounslow area.
- There was a business opportunity to apply for this license in this location.
- The Applicant understood the licensing objectives fully, and as such submitted their own conditions and their operating schedule as per page 25 of the agenda pack.
- As per page nine of the pack, conditions had been agreed with the police and the responsible authority. There were no objections from the responsible authority.
- The Applicant understood the concerns raised by those who had submitted representations.
- The Applicant highlighted that point 14.19 of the Licensing Act 2003, stated that 'need' was not something the Sub-Committee could take into account in their deliberations, and the argument posed by those making representations mainly focused on need.
- The Applicant wanted to re-assure the representatives and the Committee that all four licensing objectives would be robustly promoted if granted as follows:
  - o There would be a staff training manual in the premises, and they would provide their staff with training prior to their employment commencing. This would then follow further training every three months by DPS with an examination.
  - o A right to work checklist would be in place in accordance to Home Office regulations.
  - o A record of authorisation for sale of alcohol would be recorded for staff who purchase this.
  - o To combat public nuisance, they would have a sign signposting their CCTV. If their CCTV was not working, then no licensable activity would be conducted.
  - o Further posters would be put up regarding 'Challenge 25' and advising customers that there would not be sale of single cans of alcohol as per their conditions.
  - o There would be a refusal book required by law in premises as well as an incident book.
- As there had been no license previous there is no evidence to suggest that there were any breaches pertaining to the sale of alcohol.
- It was agreed with the police that in order to prevent street drinkers coming to premises to purchase alcohol, no alcohol above 5.% would be sold.



**During questions, the following points were noted:**

- The Applicant started their business in 2009 with up to 8 businesses which were all family ran.
- The Applicant hoped to attract business from tourists as this was their experience from their other premise in Brixton, who would expect they would take their drinks back to their hotel. The Applicant was trying help drive the nighttime economy in the area which had been lost for some time.
- The Applicant did not have evidence of the numbers of tourist which visited Fleet Street or nearby hotels.
- The reason for wanting to extend their hours from Thursday to Saturday was even though demand from tourists would be 7 days a week, is that the Applicant was only able to fund and employ extra staff for those days.

**During the presentation from the Other representatives, the following points were noted:**

- The objection was regarding the time and place of the premises.
- Fleet street was a construction zone with several residents and businesses.
- There was awareness that within meters of the premise there were rough sleepers, and there had been a number of people who had submitted their objection and have complained about the behaviour displayed by this group. Examples of this included defecation on the alleyways close by.
- This area was considered a hotspot for homelessness. Neighbours felt threatened by the large presence of rough sleepers and the main concern was that by making alcohol freely available it would likely exacerbate the situation.
- The problem was not just regarding sleepers, as with the area being abandoned it attracted people to this part of the City where people did whatever they liked.
- Overall concern was that to make alcohol readily available would make matters worse in the area, which would cause further public nuisance and violence.
- Residents who lived in the area would use shops that were a small distance away and not on this hotspot.
- The City was working on a bid to pump investment in the area and create opportunities to get that community back on its feet. At the moment this area was a huge construction site, undergoing development. The community was suffering a great deal as this was attracting anti-social behaviour and crime.
- Concerns regarding having licensing hours until 1am, put the community at risk of increased crime and disorder, which would be fuelled by alcohol.
- There had been a few establishments which had been broken into by homeless people.
- There was no need for the premise to be operating at such times, as the offsite market was not aimed at the local community, as the Applicant had mentioned this was aimed at tourists.
- Residents frequented the local Sainsbury's and Tesco, and they were not in need for those late hours.

- There was not enough footfall in the area. There were not enough tourists in the area due to the development work. Mainly the footfall would be seen during the day.
- The hotels in the area, catered mainly for business tourists.
- The area was stagnant after 4pm.
- Homelessness was a big issue in that area. Given the location of the premise which was closely located by the alleyway (which attracted homelessness) this would attract further anti-social behaviour and the gathering of rubbish which was already quite apparent.
- Objectors attended the Fleet Cluster Panel meetings which provided awareness that Fleet Street was a big hotspot for crime.
- Objectors had no objections regarding the CCTV proposed in the application, however, the problem would be that any anti-social behaviour would take place off the premises not a problem.
- Resident complaints were increasing as a result.

**During questions, the following points were noted:**

- The Applicant noted the concerns raised regarding the possible issues off the premises. It was explained that the premise would also have CCTV outside and they would be providing more light in the area. Furthermore, the Applicant would also ensure the cleanliness of his premises and they would be providing bins and they would also have service collection.
- The Applicant noted the concerns regarding having a late establishments and was happy to reduce the operating hours on Thursday, Friday and Saturday to 11pm.
- On the rubbish and cleaning point it was highlighted that the cleaning of the immediate space in front of the premise did not have an impact to the area. The City did not allow bins and the CCTV would not be able to capture much due to the ongoing construction work. The main concerns was about preventing further crime.
- Representatives still objected to the reduction of hours as the decreasing of licensing hours would not make a difference as it did not stop anti-social behaviour or public nuisance. Most of the shops nearby closed by 5pm. The residents living in the area would still feel the impacts of public nuisance at 11pm.
- The Tipperary, a nearby world famous pub would soon be opening again and this was an asset of community value. It was felt that by having the premise competing with the same hours as the pub, it would create an issue locally. The view was that alcohol should not be sold at all.
- The Sub-Committee were reminded that under the Licensing Act 2003 under section 14.19, that need was not something they could consider. The overall ambience of the area, or local competition was not something that was covered by the licensing objectives either.
- The aim was to liven up the area, and the applicant had discussions with the police, and understood the criminal statistics of the area and therefore the conditions agreed with the police reflected that but not selling strong alcohol. of area and decided conditions. The Applicant emphasised that they want to work with the community to liven the area.
- It was noted that although the homelessness issue was the most prevalent there were others. The public nuisance was local to where the premise was, however,

a further 100 metres away in a different area this was not the case. It was reiterated that this area added to the public nuisance. Homelessness was established in this area, due to its abandoned look, and by making alcohol freely available it would promote further nuisance as it allowed for gatherings. Rough sleeping was increasing as seen in statistics in the last 12 months.

- It was noted that there was specific incidents and context that needed to be understood and it was raised that although the City police was consulted, the Ward police had not been consulted and they would have been able to provide that context.
- When question regarding specific breaks ins, there was a concern that the Applicant may be held to issues that have happened in the past or may happen. Statistics regarding break in would have been useful for the Panel to have sight of, to evidence the claims raised.
- The Sub-Committee confirmed that it was not one officer that had oversight over licensing issues but a whole dedicated and diligent team.

The Chair of the Sub-Committee explained that the crux of the representations made were that the Ward was already facing difficult circumstances, of which the Panel were incredibly sympathetic of. The Panel however, had not seen any evidence that the sale of alcohol up until 11pm from this premise, given other premises that were close by also sold alcohol until 11pm, would exacerbate the situation. The Chair asked representatives if they could provide any evidence which would show the Panel that the sale of alcohol up to 11pm will make matters worse. No further comments were made.

The Chair thanked the Applicant for the amendment to the application to reduce operating hours to 11pm, 7 days a week.

The Chair invited parties to sum up. The Applicant's Counsel stated that the Applicant was an experienced license holder who wanted to work with the community to improve the area. They emphasised the agreed conditions with the police and responsible authority and that their premise would not add to the cumulative impact zone. Those making representations stated that they were aware of the difficulties the area was facing and they were trying to do the best to help to create a vision for the area, and to help rough sleepers in the area. They urged the Subcommittee to refuse the application however they were mindful to the reduction of hours proposed by the Applicant. It was added that the aim should be about preventing rather than solving the issue after the fact and urged the Committee to be confident in their decision.

The Chair explained that the Sub Committee would retire to make a decision and all parties would be advised of the outcome within 5 clear working days. The Chair thanked all those present and closed the Hearing at 15:00.

### **Deliberations:**

The Sub-Committee retired to carefully consider the application, on the representations submitted in writing and orally at the hearing by those making representations and the

applicant. It was evident that the most relevant licensing objectives requiring the Sub-Committee's consideration was the prevention of public nuisance and prevention of crime and disorder.

The Sub-Committee noted that the Applicant was an experienced license holder, who had been operating since 2009 and owned over eight premises. The Applicant wanted to apply for a license at this location as he saw a business opportunity in the area, that would attract tourists and help develop the night-time economy of the area. The Sub-Committee were pointed to the conditions that had already been agreed with the police and with the responsible authority and noted that no other responsible authority had objections. The Applicant noted the licensing objectives and provided examples on how these would address and followed robustly. This included:

- There would be a staff manual in the premises with training to be provided to staff prior their employment commencing.
- A right to work checklist would be put in place as per Home Office procedures.
- Staff alcohol purchases to be recorded.
- Training to be provided by DPS every three months followed by an examination.
- Signs would be put up regarding CCTV and 'Challenge 25', and no licensable activity would take place if the CCTV was out of order.
- A further sign would be put up advising customers that no single cans of alcohol would be sold.
- A refusal book and an incident book available at the premises.

Overall, the Applicant was mindful of the concerns raised by residents and representatives and assured the Sub-Committee that steps had been taken to ensure the licensable objectives would be held. Further, to prevent street drinkers coming to premises, it was agreed with the police that the sale of alcohol above 5.5% would not be sold.

The Sub-Committee also noted representation from those who were opposing the granting of this license, which particularly focused on the location of the premise and the time the applicant had applied for. This area of Fleet Street was primarily a construction zone with residents and businesses nearby. This area had become a hotspot for rough sleepers, and anti-social behaviour, resulting in concerns being raised by residents regarding their safety. Therefore, it was felt that if the Sub-Committee were mindful to grant this license which would make alcohol more freely available it would exacerbate the problem. There were other provisions which were not in the hotspot area, and within walking distance which residents and others could use. Other concerns raised were regarding the licensable hours, as it was felt that by operating until 1am, it would attract further anti-social behaviour, noise and crime which would put the community at risk. This would create public nuisance, which would be fuelled by the selling of alcohol as this was activity off the premises which would impact street-cleanliness. Finally, given the nature of Fleet Street and its current re-development, its footfall was extremely low. Therefore, to have a late running premise which sold alcohol until late was seen as not needed as there were not enough tourists,

which the Applicant had stated his business was aimed at, and there were other premises nearby.

The Sub Committee noted that an amendment regarding the operating hours and the sale of alcohol. The new operating hours would be from 07:00-23:00 Sunday-Saturday, and for the sale of alcohol, from 07:00-23:00 as the Applicant they felt this was more mindful with the guidance and it noted the concerns of the community.

The Sub-Committee had extreme sympathy for residents and their representatives over the challenges they have concerning homelessness and youth nuisance in area. However, the Sub-Committee were mindful that in the provisions of the Licensing Act 2003, under 14.19 which explains that ““Need” concerns the commercial demand for another pub or restaurant or hotel and is a matter for the planning authority and for the market. This is not a matter for a licensing authority in discharging its licensing functions or for its statement of licensing policy.” The Sub-Committee saw no evidence which suggested that the opening of this premise only to 11pm would exacerbate this problem given the number of other outlets in area with similar operating hours, and given the conditions already attached to the application by the police and the responsible authority it could not justify the refusal the of the application.

In reaching its decision, the Sub-Committee was mindful of the provisions of the Licensing Act 2003 (‘the Act’), in particular the statutory licensing objectives, together with the guidance issued by the Secretary of State in pursuance of the Act and the City of London’s own Statement of Licensing Policy dated 2022.

In determining what constituted a public nuisance, the Sub-Committee relied upon the common law definition of ‘public nuisance’ as: *‘one which inflicts damage, injury or inconvenience on all the King’s subjects or on all members of a class who come within the sphere or neighbourhood of its operation. The character of the neighbourhood is relevant to determination of the question of whether a particular activity constitutes a “public nuisance”’.*

## **DECISION**

The Sub-Committee determined that the license should be granted as set out below:

<u>Activity</u>	<u>Proposed licence hours</u>
Supply of alcohol for consumption off the	Sun–Sat 07:00-23:00
Opening Hours	Sun–Sat 07:00- 23:00

The Sub-Committee had regard to the conditions that parties had agreed upon in advance of the hearing and felt that no further conditions needed were necessary.

The Sub-Committee therefore agreed that the following conditions should be attached to the premises licence:

1. An incident log shall be kept at the premises and made available on request to the Police or an authorised officer of the City of London Corporation. The log shall record the following with the date and time of the incident/refusal:
  - (a) all crimes reported to the venue
  - (b) all ejections of customers
  - (c) all refusals of entry
  - (d) all refused sales of alcohol to persons under the age of 18, or appearing under the age of 25 without valid ID
  - (e) any incidents of disorder (disturbance caused either by one person or a group of people)
  - (f) any seizures of drugs or offensive weapons. **(MC03)**
  
2. Prominent signage shall be displayed at all exits from the premises requesting that customers leave quietly. **(MC15)**
  
3. A Challenge 25 Scheme shall operate to ensure that any person attempting to purchase alcohol who appears to be under the age of 25 shall provide documented proof that he/she is over 18 years of age. Proof of age ID must bear a photograph, date of birth and a holographic mark or an ultraviolet feature. **(MC20)**
  
4. The premises shall install and maintain a comprehensive digital colour CCTV system. All public areas of the licensed premises, including all public entry and exit points will be covered enabling facial identification of every person entering in any light condition. The CCTV cameras shall continually record whilst the premises are open to the public and recordings shall be kept available for a minimum of 31 days with date and time stamping. A staff member who is conversant with the operation of the CCTV system shall be present on the premises at all times when they are open to the public. This staff member shall be able to show the police or the Licensing Authority recordings of the preceding two days immediately when requested. **(MC01)**
  
5. No super-strength beer, lagers, ciders or spirit mixtures of 5.5% ABV (alcohol by volume) or above shall be sold at the premises, except for premium beers and ciders supplied in glass bottles and cans.
  
6. No single cans or bottles of beer or cider shall be sold at the premises. **(MC23)**
  
7. All spirits will only be on display behind the counter.
  
8. No more than 15% of the total sales floor area of the licensed premises will be dedicated to the sale of alcoholic drinks.

Chairman

-----

The meeting ended at 3pm.

This page is intentionally left blank



## MINUTES OF THE LICENSING (HEARING) SUB-COMMITTEE

HELD ON FRIDAY 1<sup>ST</sup> MARCH 2024 at Guildhall, EC2

### **Sub Committee:**

Brendan Barns (Chair)  
Ceri Wilkins  
Luis Tilleria

### **Officers:**

Jayne Moore – Town Clerk’s Department  
Raquel Pinto - Town Clerk’s Department  
Rachel Pye – Licensing Manager, Environment Department  
Robert Breese – Licensing Officer, Environment Department  
Sadhari Perera - City Solicitor

### **Applicant:**

Jack Spiegler - Applicant’s Solicitor  
Stuart Burnett - Townhouse Group

### **Making representations:**

Deborah Witt  
Trevor Griffiths

### **Licensing Act 2003 (Hearings) Regulations 2005**

**A Public Hearing was held at 2:00pm to consider representations submitted in respect of an application made by the Townhouse Group Ltd (11 Gower St, London WC1E 6HB) received by the City of London licensing authority on 09 January 2024 for a Premises licence under the provisions of the Licensing Act 2003 in respect of these premises: Townhouse, 10-11 Great New Street, London EC4A 3BN.**

**The Sub-Committee had before it the following documents:**

- Hearing Procedure
- Report of the Executive Director Environment
- Appendix 1: Copy of Application
- Appendix 2: Representations from Other Persons
  - Resident 1
  - Resident 2
- Appendix 3: Conditions consistent with the operating schedule
- Appendix 4: Map of subject premises together with other licensed premises in the area and their latest terminal time for alcohol sales

- Appendix 5: Plan of Premises
- Supplementary Agenda – Additional evidence from the Applicant

The Hearing commenced at 2:00pm. The Chairman introduced himself before asking the Sub Committee, the City of London Corporation officers and other parties present to introduce themselves.

The Chair confirmed the nature of the application which was for the sale of alcohol on the premises (for consumption solely on the premises) only as ancillary to the operation of Townhouse as a premium nail salon and retail store. The Chair also explained the order of proceedings, as set out in the agenda pack circulated to all parties.

**During the presentation from the applicant, the following points were noted:**

- Townhouse comprises approximately 30 high-end nail salons operating in the London area, of which three operate in the City of London (of those three, two are already licensed to serve alcohol on the premises);
- The nail salons provide an alternative venue for networking and socialising to alcohol-led venues;
- There is no intention to transform any of the Townhouse premises into a bar or events venue: the primary purpose is to offer treatment alongside a limited selection of alcoholic drinks, and to host occasional pre-booked functions and events during which alcohol will be offered;
- Across a 6-month period, four evening events have been held across the 30+ salons that involved serving alcohol. These were corporate events, and none of them involved hen parties;
- The applicant hopes to host occasional low-key corporate events at the premises if the application is granted alongside nail treatments;
- At the Great New Street premises, there are 10 treatment stations meaning that no more than 10 customers can receive treatments at any given time (a total of 20 people on the premises);
- There is not expected to be any regulated entertainment or alcohol drinking outside the premises;
- Model conditions have been agreed (as per the supplementary pack);
- The applicant will continue to engage with residents and maintain an open door policy with residents;
- The proposed hours are not high risk.

**During questions, the following points were noted:**

- Referencing the four corporate events, the Chair asked the applicant to confirm that those four corporate events were across the entire estate of 30+ nail salons. The applicant confirmed that four corporate events had been held across the entire estate, mainly in the Fitzrovia branch.
- A Member sought clarification on the maximum number of people on the premises at any one time (noting the figure of 20 mentioned). The applicant's counsel confirmed that there would be no more than 20 people present, plus a few management staff.
- A Member sought clarification on whether any complaints had been received at other units. The meeting heard that no complaints have been received.

- The Chair asked whether music is usually played during evening corporate events. The meeting heard that the events are led by the treatments, and that some ambience background music is played, though the event is not music-driven.
- The Chair asked what dispersal policies were in place, given the residential character of the area. The meeting noted that people tended to leave quietly given that the events are not music or alcohol-led, and that the conduct of attendees at such events could be incorporated into booking Terms and Conditions.
- A Member sought clarity on the opening hours of the proposed nail salon. The meeting heard that the opening hours were standard with slight variations given the location, with consideration being given to earlier openings during the weekday. The current proposed opening time involves a first treatment at 9am with a 9pm closure, the last available booking being at 8.20pm.

**During the presentation from the other representatives, the following points were noted:**

Trevor Griffiths:

- Local resident at Pemberton House, having resided there since 1998.
- The living room overlooks the main square and it is too noisy to open windows in the summer during the evening due to the operation of The Refinery.
- The primary concern is the precedent value and the condition creep effect of the application.
- The area is quiet at weekends.
- The New Street Square development should be considered in its wider context, including a rooftop garden (at 3 New Street Square) with outdoor entertainment facilities being openly marketed.
- The Brewdog premises are not part of the New Street Square development, the café at number 2 has been closed since the pandemic, and Natural Kitchen is closed at weekends, leaving The Refinery as the only comparative condition.
- The applicant is already operating, which casts doubt on the need for a premises licence.
- The primary objection is the weekend hours.

Deborah Witt:

- Also a resident at Pemberton House (since 1999).
- Keen for applicant to run a successful business.
- Expressed concerns around controlling customer behaviour particularly in view of issues with The Refinery, in respect of which the representative has made representations.
- Following the pandemic, customer behaviour and noise has worsened, particularly given the extension from 9pm to 11pm. The situation has not improved despite representations being made.
- Expressed concern around the precedent value.
- Pointed out that the area is very quiet at weekends, and that there is no guarantee that weekend events will be quiet.

**During questions, the following points were noted:**

- The Chair reiterated to the Committee that the application is to be considered on its own merits and scope, and that issues with other premises were outside the scope of the Committee's consideration.
- The meeting noted that precedent value does not fall within the scope of the application.
- The applicant reiterated that customers would not be allowed to take alcohol outside at any time, and evidence of such activity would constitute a breach of the licence.
- The applicant has significant experience in complying with licensing requirements (having managed higher-risk premises) and is aware of the serious consequences of breaching those requirements.
- The meeting noted that there was not time for customers to leave the premises during the treatment, given the timing constraints of the treatments themselves.
- Corporate and special events are not the main element of the business, and these are treatment-led.
- A Member suggested that the applicant could clearly stipulate customer conduct expectations in booking Terms and Conditions, as well as ensuring that staff are trained to monitor customer conduct, and provide written assurances to that effect.
- It was pointed out that objections and representations have not, in the past, made much difference to customer conduct, and that the level of evidence required is significant.
- On weekend opening hours, the meeting noted that the applicant was expecting to maintain the opening hours as proposed, and that there was no question of the premises being an events venue.
- The meeting noted (in response to a question) that a licence can be reviewed in the event of complaints following significant disruption. Evidence would be required, including pictures, and officers can be invited to witness, monitor and inspect the premises.
- The meeting heard that the staff-customer ratio was usually one-to-one, and that for events the ratio could be up to four-to-one.
- Residents pointed out that there is merit in examining the entire New Street Square development, noting that the application for the premises licence and that the applicant cannot be held responsible for the whole Square.

The Chair invited parties to sum up. The Applicant's Counsel did not wish to sum up. The objecting parties reiterated the points made above, emphasising concerns around control of customers, weekend opening hours, and the impact on the Square generally.

The Chair explained that the Sub Committee would retire to make a decision and all parties would be advised of the outcome within 5 clear working days. The Chair thanked all those present and closed the Hearing at 2.41pm.

**Deliberations:**

- The focus of the objections were concerns around weekend opening, and control of customers.
- This did not constitute a reason to refrain from granting the licence.
- The applicant was viewed as credible, responsible and professional.

- The venue is clearly not an alcohol-led destination, there is a high staff-customer ratio, and the venue is small in size.
- The panel agreed to grant the application with all the conditions put forward by the applicant.
- The Panel decided to add one extra condition to ease residents' concerns: Model condition 14 (although the application already says that alcohol is not to be taken outside the premises).
- The panel took into account the concerns around controlling customers and considered that they had done the maximum possible to ensure that the premises complied with the regulations.
- Notwithstanding the concerns expressed by the objectors around precedent and other premises, the application must be considered on its own merits.

Chairman

-----

The meeting ended at 14:41.

This page is intentionally left blank

<b>Committee(s)</b>	<b>Dated:</b>
Licensing	23/04/2024
<b>Subject:</b> Delegated decisions of the Executive Director Environment pertaining to premises licences	<b>Public</b>
<b>Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?</b>	1, 4
<b>Does this proposal require extra revenue and/or capital spending?</b>	N
<b>If so, how much?</b>	N/A
<b>What is the source of Funding?</b>	N/A
<b>Has this Funding Source been agreed with the Chamberlain's Department?</b>	N/A
<b>Report of:</b> Bob Roberts, Interim Executive Director, Environment Department	<b>For Information</b>
<b>Report author:</b> Robert Breese, Licensing Officer	

## Summary

This report details the premises licences, and variations to premises licences, granted under the Licensing Act 2003 and administered by the Licensing Service from 1 January 2024 to 31 March 2024. It does not include any premises where Members have been involved in the decision-making process i.e. decisions made at Licensing Sub-Committee hearings.

The report also gives a summary of the enforcement action taken under the Licensing Act 2003 between 1 January 2024 to 31 March 2024. In addition, the report presents data from the 'traffic light' risk scheme introduced within the City of London on 1 April 2013. The data gives a view of the scheme between 1 September 2023 to 29 February 2024.

## Recommendation(s)

Members are asked to:

Note the report

## Main Report

1. Pursuant to the instructions from your Committee, I attach for your information lists detailing 'premises licence' applications (Appendix 1) and variations (Appendix 2) granted by the Licensing Service between 1 January 2024 to 31 March 2024. Each of these appendices contain details of any conditions attached to the premises licences.
2. The report also contains information appertaining to the number of personal licences issued. This information is also contained in Appendix 2.

3. Any questions of detail concerning premises licences can be obtained from the Corporation's public register which can be found at: <http://www.cityoflondon.gov.uk/business/licensing/alcohol-and-entertainment/Pages/Search-the-public-register.aspx> or by email to the Licensing Team at [licensing@cityoflondon.gov.uk](mailto:licensing@cityoflondon.gov.uk).
4. This report also outlines the enforcement activity of the Licensing Service in relation to premises with a licence granted under the Licensing Act 2003 (Appendix 3). The table in Appendix 3 shows the number of visits undertaken, number of complaints received, and the number of enforcement actions taken. Enforcement actions include warning letters, notices, simple cautions, legal proceedings etc. Appendix 3 provides data from 1 January 2024 to 31 March 2024.
5. Licensing Officers undertake routine enforcement visits to check on premises licence conditions where there are concerns, e.g. closing times, compliance with Temporary Event Notices and managing numbers of people consuming alcohol outside venues, and in response to complaints. The Department's Enforcement Policy is followed prior to escalating action and taking legal proceedings.
6. The Enforcement Policy conforms to the Regulators' Compliance Code and the regulatory principles required under the Legislative and Regulatory Reform Act 2006. It sets out the general principles and approach which Officers are expected to follow and addresses issues of proportionality, consistency, targeting, transparency and accountability.
7. More widely, enforcement arrangements are currently coordinated at the Licensing Liaison Partnership meetings that are held monthly and are attended by representatives from all enforcement agencies. Joint visits are organised via this forum and subsequent reports are used to add to the top-level premises list that comprises those premises that have accrued the most points under the 'traffic light' risk scheme. These are then targeted by relevant enforcement officers.
8. This report details data produced from the 'traffic light' risk scheme between 1 September 2023 to 29 February 2024. Further details can be seen in Appendix 4.
9. There is a very good working relationship between the Port Health & Public Protection (PH&PP) Licensing Team, the City of London Police Licensing Team and the PH&PP Pollution Control Team, all of whom are based at the Guildhall. These relationships and lines of communication have been maintained with regards to working from home, a number of communications taking place remotely. We have furthered our relationships with various stakeholders through Operation Reframe – a regular monthly collaborative partnership with numerous responsible authorities aimed at building trust and confidence in our work and creating safe spaces.
10. The Memorandum of Understanding (MoU) between the City of London Police and the Environment Department agreed in November 2011 (when it was the



Markets and Consumer Protection Department) outlines specific arrangements for cooperation between the teams.

11. The other City Corporation Department that is routinely involved in enforcement is the former Department of the Built Environment (DBE), which now also forms part of the Environment Department. Where it appears that a material change of use has occurred, or there is a failure to comply with any condition attached to a planning permission or a breach of planning controls, when it is expedient to do so, officers from this Department seek authorisation to take the appropriate enforcement action.
12. Any complaints about licensed premises are dealt with by the relevant agency/team, e.g. crime and disorder – Police, fire safety – London Fire Brigade. As far as PH&PP are concerned, complaints relating to the conditions on a licence will be dealt with in the first instance by the Licensing Team, but if there are noise issues the Pollution Team will also be involved.
13. Investigations are undertaken and if there are grounds for a review of the licence in relation to the licensing objectives, then the responsible authorities can apply accordingly. In practice, potential applications are considered at the Licensing Liaison Partnership meetings, and agencies/authorities support one another in providing evidence and making applications.

## **Implications**

14. Corporate & Strategic Implications:

Strategic implications – None

Financial implications - None

Resource implications - None

Legal implications - None

Risk implications - None

Equalities implications – None

Climate implications - None

Security implications – None

## **Appendices**

- Appendix 1 – New Licence Applications issued between 1 January 2024 to 31 March 2024.
- Appendix 2 – Applications to vary a licence issued between 1 January 2024 to 31 March 2024.

- Appendix 3 - Enforcement Action carried out between 1 January 2024 to 31 March 2024 (including complaints received).
- Appendix 4 (Non-Public) – Update on the risk scheme as of 29 February 2024.

**Background Papers**

None

**Robert Breese**

Licensing Officer

T: 020 7332 3344

E: [robert.breese@cityoflondon.gov.uk](mailto:robert.breese@cityoflondon.gov.uk)

## Appendix 1

### New Licence Applications Issued by way of Delegated Authority (01 January 2024 to 31 March 2024)

Name	Address	Ward	Details
WatchHouse	30 Fenchurch Street	Billingsgate	A <b>19:00</b>
India's Gourmet Restaurant	4 Great St Thomas Apostle	Vintry	A, L <b>00:00</b>
SMBC Bank	100 Liverpool Street	Bishopsgate	A, L <b>00:00</b>
City of London Cigars	124 Middlesex Street	Bishopsgate	A <b>02:00</b>
Enoteca	Western Courtyard, Devonshire Square	Bishopsgate	A, L <b>00:00</b>
Pavilion City	Cannon Green Building, 27 Bush Lane	Dowgate	A, L, (e) (f) <b>00:00</b>
Premier Inn	9- 11 Angel Court	Broad Street	A, L, (b) <b>00:30</b>
Premier Inn	5 Snow Hill	Farringdon Without	A, L, (b) <b>00:30</b>
The Tipperary	66 Fleet Street	Farringdon Without	A <b>00:00</b>
Keco	8 Botolph Alley	Bridge	A <b>23:00</b>
Deutsche Bank	21 Moorfields	Coleman Street	A, L <b>23:00</b>
Cornershop	99 Middlesex Street	Portsoken	A <b>23:00</b>
Investec Bank	30 Gresham Street	Cheap	A, (f) <b>22:00</b>
Horizon 22	22 Bishopsgate	Lime Street	A, L, (e) (f) <b>03:00</b>
Greggs	Liverpool Street Station	Bishopsgate	L <b>00:30</b>
Shoo Loong Kan	10-12 Holborn	Farringdon Without	A, (f) <b>23:00</b>
Feeneys	5 Lloyds Avenue	Aldgate	A, (e) (f) <b>23:30</b>
Euphoria Spa	36-38 Cornhill	Cornhill	A <b>23:00</b>

**Total Licences Issued = 18**

Key to Details:

- |                            |                           |
|----------------------------|---------------------------|
| A Sale of Alcohol          | (e) Live Music            |
| L Late Night Refreshment   | (f) Recorded Music        |
| (a) Plays                  | (g) Performances of Dance |
| (b) Films                  | (h) Making Music          |
| (c) Indoor Sporting Events | (d) Boxing or Wrestling   |

**Times stated are the latest terminal hour for at least one of the licensable activities.**

Number of Licences by Ward

<b>Aldgate</b>	<b>1</b>	<b>Billingsgate</b>	<b>1</b>
<b>Bishopsgate</b>	<b>4</b>	<b>Bridge</b>	<b>1</b>
<b>Broad Street</b>	<b>1</b>	<b>Cheap</b>	<b>1</b>
<b>Coleman Street</b>	<b>1</b>	<b>Cornhill</b>	<b>1</b>
<b>Dowgate</b>	<b>1</b>	<b>Farringdon Without</b>	<b>3</b>
<b>Lime Street</b>	<b>1</b>	<b>Portsoken</b>	<b>1</b>
<b>Vintry</b>	<b>1</b>		

## **Conditions Applied to Licences Granted by way of Delegated Authority**

### **WatchHouse**

1. The premises shall install and maintain a comprehensive digital colour CCTV system. All public areas of the licensed premises, including all public entry and exit points will be covered enabling facial identification of every person entering in any light condition. The CCTV cameras shall continually record whilst the premises are open to the public and recordings shall be kept available for a minimum of 31 days with date and time stamping. A staff member who is conversant with the operation of the CCTV system shall be present on the premises at all times when they are open to the public. This staff member shall be able to show the police or the Licensing Authority recordings of the preceding two days immediately when requested.
2. The on-sale of alcohol is only permitted from 10am to 12pm daily when provided ancillary to food.

### **India's Gourmet Restaurant**

1. Alcohol shall only be sold to a person taking a meal at the premises and for consumption with that meal.
2. The premises shall install and maintain a comprehensive digital colour CCTV system. All public areas of the licensed premises, including all public entry and exit points, will be covered enabling facial identification of every person entering in any light condition. The CCTV cameras shall continually record whilst the premises are open to the public and recordings shall be kept available for a minimum of 31 days with date and time stamping. A staff member who is conversant with the operation of the CCTV system shall be present on the premises at all times when they are open to the public. This staff member shall be able to show the police or Licensing Authority recordings of the preceding two days immediately when requested.
3. An incident log shall be kept at the premises and made available on request to the Police or an authorised officer of the City of London Corporation. The log shall record the following with the date and time of the incident/refusal:
  - (a) all crimes reported to the venue
  - (b) all ejections of customers
  - (c) all refusals of entry
  - (d) all refused sales of alcohol to persons under the age of 18, or appearing under the age of 25 without valid ID
  - (e) any incidents of disorder (disturbance caused either by one person or a group of people)
  - (f) any seizures of drugs or offensive weapons
4. Prominent signage shall be displayed at all exits from the premises requesting that customers leave quietly.
5. A Challenge 25 Scheme shall operate to ensure that any person attempting to purchase alcohol who appears to be under the age of 25 shall provide documented proof that he/she is over 18 years of age. Proof of age ID must bear a photograph, date of birth and a holographic mark or an ultraviolet feature.

### **SMBC Bank**

1. Licensable activities will be restricted to employees and invited guests of the premises licence holder.

2. A CCTV system shall be maintained covering access and egress points. Images recorded shall be retained for at least 31 days. The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises. Police and authorised officers of the licensing authority shall be permitted access to live and recorded images within 24 hours. Copies of recorded images authorised for release as above will be made available within 24 hours.
3. A Challenge 25 Scheme shall operate to ensure that any person attempting to purchase alcohol who appears to be under the age of 25 shall provide documented proof that he/she is over 18 years of age. Proof of age ID must bear a photograph, date of birth and a holographic mark or an ultraviolet feature.

### **City of London Cigars**

1. The premises shall install and maintain a comprehensive digital colour CCTV system. All public areas of the licensed premises, including all public entry and exit points will be covered enabling facial identification of every person entering in any light condition. The CCTV cameras shall continually record whilst the premises are open to the public and recordings shall be kept available for a minimum of 31 days with date and time stamping. A staff member who is conversant with the operation of the CCTV system shall be present on the premises at all times when they are open to the public. This staff member shall be able to show the police or the Licensing Authority recordings of the preceding two days immediately when requested.
2. All sales of alcohol for consumption off the premises will be in sealed containers only.
3. All alcohol sold on the premises shall not be consumed anywhere in the building (which includes both floors as detailed on the 'Premises Licence Plan, reference DB598-PREM-001, date 02/11/23').
4. The only smoking permitted on the premises (in line with the Health Act 2006) shall be within the sampling lounge area as marked on the 'Premises Licence Plan, reference DB598-PREM-001, date 02/11/23'.
5. A Challenge 25 Scheme shall operate to ensure that any person attempting to purchase alcohol who appears to be under the age of 25 shall provide documented proof that he/she is over 18 years of age. Proof of age ID must bear a photograph, date of birth and a holographic mark or an ultraviolet feature.
6. 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 the Council at all times whilst the premises is open

### **Enoteca**

1. The premises shall install and maintain a comprehensive digital colour CCTV system. All public areas of the licensed premises, including all public entry and exit points will be covered enabling facial identification of every person entering in any light condition. The CCTV cameras shall continually record whilst the premises are open to the public and recordings shall be kept available for a minimum of 31 days with date and time stamping. A staff member who is conversant with the operation of the CCTV system shall be present on the premises at all times when they are open to the public. This staff member shall be able to show the police or the Licensing Authority recordings of the preceding two days immediately when requested.

2. Prominent signage shall be displayed at all exits from the premises requesting that customers leave quietly.
3. A Challenge 21 Scheme shall operate to ensure that any person attempting to purchase alcohol who appears to be under the age of 21 shall provide documented proof that he/she is over 18 years of age. Proof of age ID must bear a photograph, date of birth and a holographic mark or an ultraviolet feature.
4. Between the hours of 10am and 12pm (midday), the on-sale of alcohol is only permitted as an ancillary to food.
5. There shall be no live or recorded music permitted at any time.

### **Pavilion City**

1. The premises shall install and maintain a comprehensive digital colour CCTV system. All public areas of the licensed premises, including all public entry and exit points and the street environment, will be covered enabling facial identification of every person entering in any light condition. The CCTV cameras shall continually record whilst the premises are open to the public and recordings shall be kept available for a minimum of 31 days with date and time stamping. A staff member who is conversant with the operation of the CCTV system shall be present on the premises at all times when they are open to the public. This staff member shall be able to show the police or the Licensing Authority recordings of the preceding two days immediately when requested.
2. Promoted events will not be held at the premises. A promoted event is an event involving music and dancing where the musical entertainment is provided at any time by a disc jockey or disc jockeys one or some of whom are not employees of the licensee (premises licence holder) and the event is (independent of the licensee) promoted to the general public.
3. A Challenge 25 Scheme shall operate to ensure that any person attempting to purchase alcohol who appears to be under the age of 25 shall provide documented proof that he/she is over 18 years of age. Proof of age ID must bear a photograph, date of birth and a holographic mark or an ultraviolet feature.
4. An incident log shall be kept at the premises and made available on request to the Police or an authorised officer of the City of London Corporation. The log shall record the following with the date and time of the incident/refusal:
  - (a) all crimes reported to the venue
  - (b) all ejections of customers
  - (c) all refusals of entry
  - (d) all refused sales of alcohol to persons under the age of 18, or appearing under the age of 25 without valid ID
  - (e) any incidents of disorder (disturbance caused either by one person or a group of people)
  - (f) any seizures of drugs or offensive weapons
5. Prominent signage shall be displayed at all exits from the premises requesting that customers leave quietly.
6. The bar on the terrace, hatched in red on the premises licence plan, will close at 23:00 daily.
7. There shall be no live or recorded music permitted at any time in the roof terrace area or in the bar area on the terrace, both as marked on the plan attached to the licence.

8. All music and digital announcements shall be controlled through a digital sound processing unit (DSP) with a limiter, the limits for which shall be set and maintained at a level agreed with environmental health. The sound limiter controls shall be kept locked and only accessed by the premises licence holder or a person authorised by the premises licence holder.

**Premier Inn (Angel Court)**

1. The premises shall install and maintain a comprehensive digital colour CCTV system. All public areas of the licensed premises, including all public entry and exit points will be covered enabling facial identification of every person entering in any light condition. The CCTV cameras shall continually record whilst the premises are open to the public and recordings shall be kept available for a minimum of 31 days with date and time stamping. A staff member who is conversant with the operation of the CCTV system shall be present on the premises at all times when they are open to the public. This staff member shall be able to show the police or the Licensing Authority recordings of the preceding two days immediately when requested.
2. An incident log shall be kept at the premises and made available on request to the Police or an authorised officer of the City of London Corporation. The log shall record the following with the date and time of the incident/refusal:
  - (a) all crimes reported to the venue
  - (b) all ejections of customers
  - (c) all refusals of entry
  - (d) all refused sales of alcohol to persons under the age of 18, or appearing under the age of 25 without valid ID
  - (e) any incidents of disorder (disturbance caused either by one person or a group of people)
  - (f) any seizures of drugs or offensive weapons.
3. A Challenge 21 Scheme shall operate to ensure that any person attempting to purchase alcohol who appears to be under the age of 21 shall provide documented proof that he/she is over 18 years of age. Proof of age ID must bear a photograph, date of birth and a holographic mark or an ultraviolet feature.
4. Prominent signage shall be displayed at all exits from the premises requesting that customers leave quietly.

**Premier Inn (Snow Hill)**

1. The premises shall install and maintain a comprehensive digital colour CCTV system. All public areas of the licensed premises, including all public entry and exit points will be covered enabling facial identification of every person entering in any light condition. The CCTV cameras shall continually record whilst the premises are open to the public and recordings shall be kept available for a minimum of 31 days with date and time stamping. A staff member who is conversant with the operation of the CCTV system shall be present on the premises at all times when they are open to the public. This staff member shall be able to show the police or the Licensing Authority recordings of the preceding two days immediately when requested.
2. An incident log shall be kept at the premises and made available on request to the Police or an authorised officer of the City of London Corporation. The log shall record the following with the date and time of the incident/refusal:
  - (a) all crimes reported to the venue
  - (b) all ejections of customers
  - (c) all refusals of entry
  - (d) all refused sales of alcohol to persons under the age of 18, or appearing under the age of 25 without valid ID
  - (e) any incidents of disorder (disturbance caused either by one person or a group of people)

- (f) any seizures of drugs or offensive weapons.
- 3. A Challenge 21 Scheme shall operate to ensure that any person attempting to purchase alcohol who appears to be under the age of 21 shall provide documented proof that he/she is over 18 years of age. Proof of age ID must bear a photograph, date of birth and a holographic mark or an ultraviolet feature.
- 4. Prominent signage shall be displayed at all exits from the premises requesting that customers leave quietly.

### **The Tipperary**

- 1. A Challenge 25 Scheme shall operate to ensure that any person attempting to purchase alcohol who appears to be under the age of 25 shall provide documented proof that he/she is over 18 years of age. Proof of age ID must bear a photograph, date of birth and a holographic mark or an ultraviolet feature.
- 2. The premises shall install and maintain a comprehensive digital colour CCTV system. All public areas of the licensed premises, including all public entry and exit points, will be covered enabling facial identification of every person entering in any light condition. The CCTV cameras shall continually record whilst the premises are open to the public and recordings shall be kept available for a minimum of 31 days with date and time stamping. A staff member who is conversant with the operation of the CCTV system shall be present on the premises at all times when they are open to the public. This staff member shall be able to show the police or Licensing Authority recordings of the preceding two days immediately when requested.
- 3. An incident log shall be kept at the premises and made available on request to the Police or an authorised officer of the City of London Corporation. The log shall record the following with the date and time of the incident/refusal:
  - (a) all crimes reported to the venue
  - (b) all ejections of customers
  - (c) all refusals of entry
  - (d) all refused sales of alcohol to persons under the age of 18
  - (e) any incidents of disorder (disturbance caused either by one person or a group of people)
  - (f) any seizures of drugs or offensive weapons.
- 4. Prominent signage shall be displayed at all exits from the premises requesting that customers leave quietly.
- 5. Loudspeakers shall not be located in the entrance lobby, or outside the premises.
- 6. A written dispersal policy shall be in place and implemented at the premises to move customers from the premises and the immediate vicinity in such a way as to cause minimum disturbance or nuisance to neighbours. A copy of the policy shall be retained on the premises and made available for inspection by a police officer and/or authorised officer of the licensing authority on request.
- 7. Children under the age of 16 years shall not be allowed on the premises after 18:00 hours unless accompanied by an adult.

### **Keco**

- 1. The premises shall install and maintain a comprehensive digital colour CCTV system. All public areas of the licensed premises, including all public entry and exit points will be covered enabling



facial identification of every person entering in any light condition. The CCTV cameras shall continually record whilst the premises are open to the public and recordings shall be kept available for a minimum of 31 days with date and time stamping. A staff member who is conversant with the operation of the CCTV system shall be present on the premises at all times when they are open to the public. This staff member shall be able to show the police or the Licensing Authority recordings of the preceding two days immediately when requested.

2. There shall be no sale of alcohol in unsealed containers for consumption off the premises.
3. A noise management plan shall be in place to identify how noise arising from all sources of noise including regulated entertainment, plant, pa systems and patrons shall be effectively controlled so as to minimise the risk of public nuisance and how any complaints of noise will be dealt with. A copy of the plan shall be retained on the premises and made available for inspection by a police officer and/or authorised officer of the licensing authority on request.

### **Desutsche Bank**

1. Licensable activities will be restricted to employees and invited guests of the premises licence holder.
2. The provision of licensable activities shall be ancillary to the use of the premises as offices.
3. A CCTV system shall be maintained covering access and egress points. Images recorded shall be retained for at least 31 days. The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises. Police and authorised officers of the licensing authority shall be permitted access to live and recorded images within 24 hours. Copies of recorded images authorised for release as above will be made available within 24 hours.
4. There shall be no sale of alcohol in unsealed containers for consumption off the premises.
5. There will be no live or recorded music permitted on any of the external terraces at any time.
6. A Challenge 25 Scheme shall operate to ensure that any person attempting to purchase alcohol who appears to be under the age of 25 shall provide documented proof that he/she is over 18 years of age. Proof of age ID must bear a photograph, date of birth and a holographic mark or an ultraviolet feature.
7. An incident log shall be kept at the premises and made available on request to the Police or an authorised officer of the City of London Corporation. The log shall record the following with the date and time of the incident/refusal:
  - (a) all crimes reported to the venue
  - (b) all refused sales of alcohol to persons under the age of 18, or appearing under the age of 25 without valid ID
  - (c) any incidents of disorder (disturbance caused either by one person or a group of people)

### **Cornershop**

1. The premises shall install and maintain a comprehensive digital colour CCTV system. All public areas of the licensed premises, including all public entry and exit points will be covered enabling facial identification of every person entering in any light condition. The CCTV cameras shall continually record whilst the premises are open to the public and recordings shall be kept available for a minimum of 31 days with date and time stamping. A staff member who is conversant with the operation of the CCTV system shall be present on the premises at all times

when they are open to the public. This staff member shall be able to show the police or the Licensing Authority recordings of the preceding two days immediately when requested.

2. No super-strength beer, lagers, ciders or spirit mixtures of 7.5% ABV (alcohol by volume) or above shall be sold at the premises.
3. All spirits will only be on display behind the counter.
4. No more than 15% of the total sales floor area of the licensed premises will be dedicated to the sale of alcoholic drinks.
5. There shall be no sale of alcohol in unsealed containers for consumption off the premises.
6. A Challenge 25 Scheme shall operate to ensure that any person attempting to purchase alcohol who appears to be under the age of 25 shall provide documented proof that he/she is over 18 years of age. Proof of age ID must bear a photograph, date of birth and a holographic mark or an ultraviolet feature.
7. A log shall be kept at the premises and made available on request to the Police or an authorised officer of the City of London Corporation. The log shall record the following with the date and time of the incident/refusal: all refused sales of alcohol to persons under the age of 18, or appearing under the age of 25 without valid ID.

### **Investec Bank**

1. A CCTV system shall be maintained covering access and egress points. Images recorded shall be retained for at least 31 days. The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises. Police and authorised officers of the licensing authority shall be permitted access to live and recorded images within 24 hours. Copies of recorded images authorised for release as above will be made available within 24 hours.
2. Licensable activities will be restricted to employees and invited guests of the premises licence holder.

### **Horizon 22**

1. The premises shall install and maintain a comprehensive digital colour CCTV system. All public areas of the licensed premises, including all public entry and exit points, will be covered enabling facial identification of every person entering in any light condition. The CCTV cameras shall continually record whilst the premises are open to the public and recordings shall be kept available for a minimum of 31 days with date and time stamping. A staff member who is conversant with the operation of the CCTV system shall be present on the premises at all times when they are open to the public. This staff member shall be able to show the police or Licensing Authority recordings of the preceding two days immediately when requested.
2. Promoted events will not be held at the premises. A promoted event is an event where the musical entertainment is provided at any time by a disc jockey or disc jockeys one or some of whom are not employees of the licensee (premises licence holder) and the event is (independent of the licensee) promoted to the general public.
3. A Challenge 25 Scheme shall operate to ensure that any person attempting to purchase alcohol who appears to be under the age of 25 shall provide documented proof that he/she is over 18 years of age. Proof of age ID must bear a photograph, date of birth and a holographic mark or an ultraviolet feature.

## **Greggs**

1. The premises shall install and maintain a comprehensive digital CCTV system. The CCTV cameras shall continually record whilst the premises are open to the public and recordings shall be kept available for a minimum of 31 days with date and time stamping. A staff member who is conversant with the operation of the CCTV system shall always be present on the premises when they are open to the public. This staff member shall be able to show the police or Licensing Authority recordings of the preceding two days within 24 hours when requested.
2. An incident log shall be kept at the premises and made available to the Police or an authorised officer of the City of London Corporation. The log shall record the date, time and details of the incident.

## **Shoo Loong Kan**

1. The premises shall install and maintain a comprehensive digital colour CCTV system. All public areas of the licensed premises, including all public entry and exit points will be covered enabling facial identification of every person entering in any light condition. The CCTV cameras shall continually record whilst the premises are open to the public and recordings shall be kept available for a minimum of 31 days with date and time stamping. A staff member who is conversant with the operation of the CCTV system shall be present on the premises at all times when they are open to the public. This staff member shall be able to show the police or the Licensing Authority recordings of the preceding two days immediately when requested.
2. Promoted events will not be held at the premises. A promoted event is an event where the musical entertainment is provided at any time by a disc jockey or disc jockeys one or some of whom are not employees of the licence holder, and the event is promoted to the general public independent of the licensee.
3. An incident log shall be kept at the premises and made available on request to the Police or an authorised officer of the City of London Corporation. The log shall record the following with the date and time of the incident/refusal:
  - (a) all crimes reported to the venue
  - (b) all ejections of customers
  - (c) all refusals of entry
  - (d) all refused sales of alcohol to persons under the age of 18, or appearing under the age of 25 without valid ID
  - (e) any incidents of disorder (disturbance caused either by one person or a group of people)
  - (f) any seizures of drugs or offensive weapons.
4. There shall be no self-service of spirits on the premises.
5. A noise management plan shall be in place to identify how noise arising from all sources of noise including regulated entertainment, plant, pa systems and patrons shall be effectively controlled so as to minimise the risk of public nuisance and how any complaints of noise will be dealt with. A copy of the plan shall be retained on the premises and made available for inspection by a police officer and/or authorised officer of the licensing authority on request.
6. Prominent signage shall be displayed at all exits from the premises requesting that customers leave quietly.
7. A Challenge 25 Scheme shall operate to ensure that any person attempting to purchase alcohol who appears to be under the age of 25 shall provide documented proof that he/she is over 18 years of age. Proof of age ID must bear a photograph, date of birth and a holographic mark or an ultraviolet feature.

8. The premises shall only operate as a restaurant,
  - (i) in which customers are shown to their table or the customer will select a table themselves,
  - (ii) where the supply of alcohol is by waiter or waitress service only,
  - (iii) which provide food in the form of substantial table meals that are prepared on the premises and are served and consumed at the table,
  - (iv) which do not provide any takeaway service of food or drink for immediate consumption off the premises,
  - (v) where alcohol shall not be sold or supplied, otherwise than for consumption by persons who are seated in the premises and bona fide taking substantial table meals there, and provided always that the consumption of alcohol by such persons is ancillary to taking such meals.

### **Feeneys**

1. The premises shall install and maintain a comprehensive digital colour CCTV system. All public areas of the licensed premises, including all public entry and exit points will be covered enabling facial identification of every person entering in any light condition. The CCTV cameras shall continually record whilst the premises are open to the public and recordings shall be kept available for a minimum of 31 days with date and time stamping. A staff member who is conversant with the operation of the CCTV system shall be present on the premises at all times when they are open to the public. This staff member shall be able to show the police or the Licensing Authority recordings of the preceding two days immediately when requested.
2. An incident log shall be kept at the premises and made available on request to the Police or an authorised officer of the City of London Corporation. The log shall record the following with the date and time of the incident/refusal:
  - (a) all crimes reported to the venue
  - (b) all ejections of customers
  - (c) all refusals of entry
  - (d) all refused sales of alcohol to persons under the age of 18, or appearing under the age of 25 without valid ID
  - (e) any incidents of disorder (disturbance caused either by one person or a group of people)
  - (f) any seizures of drugs or offensive weapons
3. Prominent signage shall be displayed at all exits from the premises requesting that customers leave quietly.
4. Children under the age of 18 years shall not be allowed on the premises after 1700 hours unless accompanied by an adult

### **Euphoria Spa**

1. The premises shall install and maintain a comprehensive digital colour CCTV system. All public areas of the licensed premises, including all public entry and exit points, will be covered enabling facial identification of every person entering in any light condition. The CCTV cameras shall continually record whilst the premises are open to the public and recordings shall be kept available for a minimum of 31 days with date and time stamping. A staff member who is conversant with the operation of the CCTV system shall always be present on the premises when they are open to the public. This staff member shall be able to show the police or Licensing Authority recordings of the preceding two days immediately when requested.

## Appendix 2

### Licence Variations Issued by way of Delegated Authority (01 January 2024 to 31 March 2024)

Name	Address	Ward	Details
Old Billingsgate Market	1 Old Billingsgate Walk	Billingsgate	Application is to vary the layout of the premises for the ground floor only to add an external dispense bar to the outside licensed area (all other floors and aspects of the premises licence to remain as existing).
Simmons	35 Eastcheap	Bridge and Bridge Without	Application is to extend terminal hour for opening hours and licensable activities to 02:00 hours Sunday to Wednesday in line with hours on licence for Thursday to Saturday
Gigi's Bar & Restaurant	54 Farringdon Street	Farringdon Within	Application is to vary the layout of the premises for the ground floor only to add an external dispense bar to the outside licensed area (all other floors and aspects of the premises licence to remain as existing).

**Total Number of Variations Issued = 3**

#### Number of Licences by Ward

WARD	No.
<b>Billingsgate</b>	<b>1</b>
<b>Bridge and Bridge Without</b>	<b>1</b>
<b>Farringdon Within</b>	<b>1</b>

## **Conditions Added to Licences Granted by way of Delegated Authority**

### **Old Billingsgate Market**

1. There shall be no live or recorded music permitted at any time in the external terrace area marked on the plan attached to the premises licence.
2. The external terrace area as marked on the plan attached to the premises licence shall not be used for any licensable activity beyond 23:00 hours.

### **Simmons**

NONE

### **Gigi's Bar & Restaurant**

1. The use of speakers in the outside area is not permitted at any time.
2. Alcohol shall only be appropriated from the external pop-up servery when used in conjunction with a pavement licence issued by the City of London.

## **Personal Licences Issued by way of Delegated Authority**

01 January 2024 to 31 March 2024

**2**

**Enforcement Action Carried out Under the Licensing Act 2003  
01 January 2024 – 31 March 2024**

Total Number of Inspections	65
Number of Warning Letters	2
Number of Premises advised	41
Number of simple cautions	0
Number of suspension notices	
'Dead' Suspensions**	6
'Live' Suspensions***	0
Licence lapsed/surrendered	27

\*Licences are deemed lapsed in circumstances where the licence holder no longer exists e.g. a company has gone into liquidation.

\*\*A 'dead' suspension is where the premises is closed but there is no evidence to suggest that the licence holder is still in existence. If the licence holder returns to the premises the outstanding fee will have to be paid in order for the licence to be resurrected.

\*\*\*A 'Live' suspension is where the premises is still trading and can now no longer carry on licensable activities until the licence fee has been paid.

Number of complaints received between  
01/01/2024 and 31/03/2024

Total number of complaints: 11

PREMISES	ADDRESS	WARD	DETAILS	TYPE	DATE
The Saint	1 Bow Churchyard, EC4M 9DQ	Cordwainer	Customer called to report loud music on Wednesday & Thursdays from 17.30hrs onwards until very late	MUSIC	12-Jan-24
Editors Tap	5-11 Fetter Lane, EC4A 1BR	Castle Baynard	Loud Music. Pub is shut, no lights, just loud music escaping	MUSIC	15-Jan-24
Shaws Booksellers	31-34 St Andrews Hill, EC4V 5DE	Castle Baynard	Reports of multiple early deliveries between 5-6am during the week waking up the residents of the flats above the pub	NTD	25-Jan-24
Rocca Bar	48-51 Leadenhall Market, EC3V 1LT	Langbourn	Loud music outside bar	MUSIC	25-Jan-24
Worshipful Company of Butchers	Butchers Hall, 87-89 Bartholomew Close, EC1A 7EB	Farringdon Within	Loud music playing until 3 AM and people leaving the event until 4 AM at Butchers Hall. A number of residents were woken up.	MUSIC	05-Feb-24
The Patio	26 Smithfield Street, EC1A 9LB	Farringdon Without	Noise from loud music	MUSIC	10-Feb-24
High Timber Restaurant	8 High Timber Street, EC4V 3PA	Queenhithe	Staff of High Timber Restaurant & Globe View chatting outside premises	PEOPLE	12-Feb-24
The Shakespeare	2 Goswell Road, EC1M 7AA	Cripplegate	Loud music	MUSIC	23-Feb-24
The Brewery	Chiswell Street, EC1Y 4SA	Coleman Street	Noise from patrons and traffic went on past 2:30 am	PEOPLE	04-Mar-24
Beau Beaus	4-6 Gravel Lane, E1 7AW	Portsoken	Noise from loud music	MUSIC	20-Mar-24
Bonfire	Level 1 Restaurant, Barbican Centre	Cripplegate	Loud people noise	PEOPLE	21-Mar-24



# Agenda Item 7

<b>Committee(s):</b> Licensing Committee	<b>Dated:</b> 23/04/2024
<b>Subject:</b> Late Night Levy – Charges, Exemptions, Discounts and Best Practice Schemes	<b>Public</b>
<b>Which outcomes in the City Corporation’s Corporate Plan does this proposal aim to impact directly?</b>	Vibrant Thriving Destination Dynamic Economic Growth Providing Excellent Services Flourishing Public Spaces
<b>Does this proposal require extra revenue and/or capital spending?</b>	<b>N</b>
<b>If so, how much?</b>	n/a
<b>What is the source of Funding?</b>	n/a
<b>Has this Funding Source been agreed with the Chamberlain’s Department?</b>	n/a
<b>Report of:</b> Bob Roberts, Interim Executive Director Environment	<b>For Information</b>
<b>Report author:</b> Aggie Minas – Licensing Manager	

## Summary

At its meeting on 8 February 2024, this Committee requested a report on the legislative provisions of the Late-Night Levy (the Levy), setting out the rules on the maximum fees that can be charged and information on discounts available and how these link to best practice schemes like the City of London Safety Thirst scheme (the Scheme)

## Recommendation(s)

Members are asked to:

Note the report.

## Main Report

### Background

1. The Late Night Levy (the Levy) is a discretionary power given to licensing authorities through The Police Reform and Social Responsibility Act 2011 (the 2011 Act), to charge a levy on those premises licensed to sell or supply alcohol between midnight and 6am (the late-night supply period) on any day of the week. The Levy is a means of raising a contribution from the licensed trade towards the costs of policing the night time economy (NTE), with the aim of reducing or preventing crime and disorder in connection with the sale or supply of alcohol during the late night supply period.

2. The decision to introduce, vary or remove a levy in the City of London (the City) can only be made by the Court of Common Council (the Court), and only after a statutory consultation has been carried out, and responses assessed prior to the decision being taken.
3. On the 28 April 2014, following the statutory consultation, this Committee considered a report on the introduction of such a levy within the City and recommended to the Court on 12 June 2014 that the Levy be adopted. The Court resolved to adopt the Levy, as recommended by this Committee, and it was introduced in the City from 1 October 2014. Once introduced, the Levy applies indefinitely unless a further resolution is made by the Court to vary or remove it.

### **Introducing the Levy**

4. When considering whether to recommend introducing the Levy in 2014, this Committee was able to decide, within the confines of the legislation, the design of the Levy. This included (a) the late night supply period, (b) any exemptions, (c) any discount that may apply to the Levy, and (d) the proportion of revenue (after the licensing authority's costs are deducted) which will be paid to the police and crime commissioner for the area, in this case the City of London Police (CoLP), the remainder being retained by the licensing authority to fund activities as set out in paragraph 26.

### **The late night supply period**

5. This must begin at or after midnight and end at or before 6am. The period can be for any length of time within these parameters, for example the supply period could begin at 1am, but must be the same every day.
6. The Levy is applicable to any premises licensed for the sale or supply of alcohol during the late night supply period, regardless of whether the premises are actually operating during that period.

### **Exemptions from the Levy**

7. The Late Night Levy (Expenses, Exemptions and Reductions) Regulations 2012 (the 2012 Regulations), sets out categories of premises that may be given exemption from the Levy at the licensing authority's discretion. These categories are:
  - (a) Premises with overnight accommodation – but only where alcohol sales are limited to guests staying at the hotel. The exemption is not applicable to premises, e.g., hotels with bars open to the general public.
  - (b) Theatres and Cinemas – but only where alcohol sales are limited to theatre/cinema ticket holders or participants in the production, and the sale of alcohol is not the primary purpose of the business.
  - (c) Bingo Halls licensed under the Gambling Act 2005.
  - (d) Community and Amateur Sports Clubs – but only where the premises have business rates relief under the Corporation Tax Act 2010.

- (e) Community Premises – but only where the premises meets the criteria of community premises as defined in the Licensing Act 2003.
- (f) Country Village Pubs – not applicable in the City
- (g) New Years Eve – premises that are only permitted to sell or supply alcohol during the late night supply period on New Year's Eve only.
- (h) Business Improvement Districts (BIDs) – premises that participate in BIDs but only where the BIDs have a satisfactory crime and disorder focus.

8. Licensing authorities are not able to choose a category of premises for an exemption from the Levy if it is not prescribed in the 2012 Regulations. Likewise, licensing authorities are not able to exempt specific premises from the requirement to pay the Levy.

9. The Levy does not apply to Temporary Event Notices (TENs).

### **Discounts on the Levy**

10. The 2012 Regulations enable a licensing authority to offer a 30% discount on the Levy to premises that participate in best practice schemes and can include BIDs if not already covered by the exemption as in paragraph 7(h) above. Best practice schemes must meet benchmarks specified in the 2012 Regulations as follows:

- (a) a clear rationale as to why the scheme's objectives and activities will, or are likely to, result in a reduction of alcohol-related crime and disorder.
- (b) a requirement for active participation in the scheme by members.
- (c) a mechanism to identify and remove in a timely manner those members who do not participate appropriately.

11. Licensing authorities can also offer a discount to on-trade premises that are in receipt of small business rate relief under the Local Government Finance Act 1988 and have a rateable value of £12,000 or less.

### **Design of the City's Late Night Levy**

12. During its deliberations on 28 April 2014, this Committee resolved to recommend to the Court that:

- (a) The late night supply period in the City be set from midnight until 6am.
- (b) There would be no exemptions for any premises falling within the permitted exemption categories.
- (c) There would be no discount offered to premises in receipt of small business rate relief.
- (d) A discount of 30% on the Levy would be granted to premises participating in the City's Safety Thirst accreditation scheme (the Scheme).

13. The rationale for the decision was that there were no premises which would be affected by the Levy that fell into any of the exemption categories, neither were there any in receipt of small business rate relief. It was also considered that even

if there were premises within these categories, they were still capable of contributing to crime and disorder and anti-social behaviour in the NTE and should not be exempted.

14. This is the Levy design approved by the Court on 12 June 2014. If it is proposed to add or remove categories of exemption, or to consider additional / alternative best practice schemes, the statutory consultation procedure must be followed, with a further report and recommendations from this Committee to the Court.

### **City of London Safety Thirst best practice scheme (the Scheme)**

15. The Scheme has been operating in the City since 2006 and was originally administered by the Safer City Partnership team (the SCP). It was revamped and relaunched in 2014, integrating the work of the SCP, the licensing authority and CoLP, and designed to meet the benchmarks for a levy best practice scheme as specified in 2012 Regulations and set out in paragraph 10 above.
16. To ensure that the objectives and activities of the Scheme will, or are likely to, result in a reduction of alcohol-related crime and disorder, it was aligned with the City's Code of Good Practice for Licensed Premises (the Code). The Code provides a single source of information on good practice measures and encourages licence holders to reach high operational standards at their premises through the promotion of good practice, which in turn can reduce alcohol related crime and disorder and anti-social behaviour. The latest version of the Code was approved by this Committee on 12 October 2022.
17. To achieve an accreditation under the Scheme, a licence holder must demonstrate how they meet a set of criteria drawn from the Code. Evidence to prove the criteria are met must be provided by the licensee to a Licensing Officer during an on-site assessment. The accreditation is renewed annually to ensure that good practice is actively maintained at the premises, and it is having the desired positive impact on reducing alcohol related crime and disorder in the NTE. Only premises that have an active Safety Thirst accreditation during any one late night levy year (1 Oct – 30 Sept annually) will benefit from the Levy discount in that levy year.
18. The Scheme is also aligned with the City's Traffic Light Scheme, and premises may not be considered for an award if they have been persistently in the red zone on the traffic light scheme without improvement, or if there is a pending prosecution relating to the premises licence, or if there is an outstanding noise abatement notice or fire safety enforcement notice.
19. The Scheme is highly regarded by City licensees who are keen to participate and 'be the best' in the City. These are some quotes from previous participants of the Scheme:

*"Our team ... are honoured to receive the accolade ... It is great to see our values and efforts recognised by our peers. We put our guests at the heart of everything we do and this award affirms our all-round business success. We are dedicated to ensuring safety is the priority of our business."*

*“We are extremely proud to have won these Safety Thirst awards. Safety Thirst has grown to become an important initiative, and it is something that any venue operating in the City of London should embrace ... The kind of recognition received by such an award is hugely appreciated.”*

*“We are really proud to be recognised by the Safety Thirst Awards across so many of our venues, it is testament to our teams’ hard work and perseverance in delivering excellence day in and day out ... We hope to continue to build on this success next year.”*

### **Alternative best practice schemes**

20. At present, for the purposes of obtaining the 30% discount on the Levy, there are no alternative best practice schemes to Safety Thirst in the City. Possible alternatives may be schemes such as Best Bar None (BBN) - a national accreditation scheme supported by the Home Office and sponsored by the drinks and hospitality industry, or Licensing Security and Vulnerability Initiative (LSAVI) - a national accreditation scheme backed by the National Police Chief’s Council (NPCC).
21. Both BBN and LSAVI have been considered by the City and compared alongside Safety Thirst. The findings are set out in the table attached in Appendix 1.
22. Whilst all three best practice schemes meet the benchmarks of the 2012 Regulations, they each have pros and cons and there are set-up and administration costs to be considered in running multiple schemes, as well as fairness and consistency in achieving accredited status across different schemes.
23. Other possible best practice alternatives recognised by the 2012 Regulations are Business Improvement District schemes (BIDs). There are four established BIDs in the City: Aldgate Connect, The Cheapside Business Alliance, The Fleet Street Quarter, and The Eastern City Partnership. At the point of writing this report, it is not known how many late night levy premises fall within the boundaries of the BIDs, and there is inadequate information available to officers to ascertain whether the City BIDs meet the benchmarks of a best practice scheme as set out in the 2012 Regulations. With the exception of Aldgate Connect, crime prevention is not referenced in the aims of the BIDs.

### **Levy Charge**

24. The amount of levy is prescribed nationally through the Late Night Levy (Application and Administration) Regulations 2012. The annual charges, shown in the table below, are based on the rateable value of the premises with fee bands mirroring those under the Licensing Act 2003. The Levy is collected at the same time as the annual licence fee.

Rateable Value (£)	Rateable value Band	Annual Levy charge (£)
0 – 4,300	A	299
4,301 – 33,000	B	768
33,301 – 87,000	C	1,259
87,001 – 125,000	D	1,365 (2,730*)
125,001 +	E	1,493 (4,440*)

*\* Where a multiplier applies for premises used exclusively or primarily for the supply of alcohol for consumption on the premises (bands D & E only)*

### **Levy Revenue Allocation and Spend**

25. The net levy revenue must be split between the licensing authority and the Police, with at least 70% of the net revenue allocated to the Police. The arrangement in the City is a 30/70 split between the licensing authority and CoLP.
26. The City is required to spend their allocation of levy money in specific areas namely:
- (a) The reduction or prevention of crime and disorder
  - (b) The promotion of public safety
  - (c) The reduction or prevention of public nuisance
  - (d) The cleaning of any relevant highway or relevant land.
27. There are no restrictions on what CoLP can spend their levy allocation on. Despite this, CoLP has committed to using the money to fund additional work related to policing of the night-time economy.
28. There is no legislative restriction that prevents local agreements being made between the licensing authority and the police on how the police share of the levy revenue can be spent. A Late-Night Levy Planning Board (LNLPB) has therefore been established to discuss levy spend by the Police and to co-ordinate expenditure between the police and the City Corporation.
29. LNLPB meets quarterly and is chaired by the Chief Superintendent of Uniformed Policing and attended by other representatives of CoLP and COL including Licensing, Environmental Health, Community Safety and Finance.
30. The governance of this meeting replaces the requirement for requests for levy funds to go to Force Tasking for approval.
31. There is nothing in the late night levy regulations or the Home Office late night levy guidance requiring levy revenue to be spent within a defined period of time.

### **City's Spend**

32. The City spends its levy allocation on:

- (a) Out of Hours Team** - The out of hours team gives additional support to the Corporation's Pollution Control Team and operates Monday to Friday between 17:00 and 08:00 and provides a 24-hour service at weekends. The team consists of Street Environment Officers and can provide a rapid response to complaints relating to public nuisance and anti-social behaviour – usually in the form of noise. This information is fed back to the Licensing Service who can visit the premises concerned and discuss ways in which problems can be avoided.
- (b) Part funding of licensing team posts** - To mitigate problems occurring in the NTE, the City operates a traffic light scheme whereby incidents relating to licensed premises carry a score which is recorded and used to identify where problems may escalate. The Licensing team, City Police or other responsible authority are then able to meet with the premises and discuss ways in which problems can be avoided. Although the traffic light scheme applies to all premises, over 90% of those engaged sell alcohol after midnight.
- (c) Cleansing** - The Environment Department provides a cleansing service through their term contractor that is funded from the late-night levy. This service covers all areas of the City of London and operates Thursday to Sunday (inclusive) during the hours that the levy is applicable. The levy funded cleansing team visit locations throughout the City, sweep, clear litter, wash, disinfect and deal with any anti-social behaviour issues and staining identified around licensed premises. They also provide a service for one-off licensed events. Scheduled flushing and washing is carried out on streets around these locations, as well as removal of flyers and other related litter that is generated by the night-time economy. Part of the enhanced service also covers the flushing and washing of transport hubs. This service has a positive effect on the cleanliness and image of the City. The cleansing management team believe that this service addresses the additional challenges raised by the increasing night-time economy. The service is monitored by the Street Environment Team (COL) and Veolia managers to make sure the required standards are achieved.
- (d) Supporting Operation Reframe** - Operation Reframe is a CoLP led partnership approach to facilitate the night-time economy by providing a high visibility presence, with the goal of making people feel safe in the City of London, in line with the Safer Streets Campaign and preventing violence against women and girls. It involves targeted engagement with licensed premises around security and management, engaging with persons on the street that appear under the influence of alcohol and/or vulnerable and directing them to a staffed 'safe zone', promoting the 'Ask for Angela' safety initiative, highlighting the risks of drink-spiking, and carrying out visible drink-spiking tests in agreement with premises. The City has provided resources to assist City Police during Operation Reframe partnership evenings in the form of staff experienced in licensing and environmental health.

33. Since 2014, the City has also spent levy revenue on one-off NTE related projects such as **Club Soda** – a campaign promoting the consumption of non-alcoholic beverages on a night out, an **NTE review** – a project mapping and analysing the

City's NTE to provide an evidence base for targeting resources to better manage the NTE, **Safer Nightlife** – an online interactive tool providing guidance on how to manage drugs safely in the NTE, **Sexual Harassment training** – directed at licensed premises to help them respond to incidents.

## Police Spend

34. CoLP spends its levy allocation on:

- (a) **A dedicated Police Licensing Inspector** – the levy funds a police Licensing Inspector post in the CoLP licensing team. This post is fundamental in managing operational and tasking issues within the NTE, reducing alcohol related crime and disorder and keeping the City safe at night.
- (b) **A dedicated Police Licensing Officer** – the levy funds an additional police officer in the CoLP licencing team. This officer provides ongoing resilience for the team and is responsible for gathering and checking risk management information for promoted events using intelligence systems. As a result, stakeholders are provided with the best information available for their events and can be warned about any particular issues identified in advance. The work of this officer also manages and removes risk from other NTE activity.
- (c) **A Police CCTV Van** (including maintenance costs) – used to deter crime and anti-social behaviour stemming from the NTE and gather evidence following any incidents.
- (d) **Additional resources for Operation Reframe** including Police officers, St John's Ambulance, ParkGuard staff.

35. Since 2014, CoLP has also spent levy revenue on Christmas safety campaigns, joint cycle patrols with London Ambulance Service paramedics, Alcohol Recovery Centre and SOS Bus, street pastors, covert investigations into the supply of Class A drugs at licensed premises and Stop the Bleed kits, Urilifts (pop up urinals), Violence Against Women and Girls (VAWG) campaigns, Ask for Angela, and drinking spiking awareness campaigns.

## Future Spend

36. The City currently has an unspent balance of £122k. This has accrued due to a combination of several factors including lower spend during years 1 & 2 of the Levy while plans for the most effective use of the funding were developed, staff vacancies now filled, the COVID 19 pandemic when the hospitality sector was forced to close and activity in the NTE ceased for the best part of 12 months, and during the post pandemic recovery period when the hospitality trade was slow to bounce back in the City. During this time, the cleansing service was reduced, and traffic light scheme and additional support in the NTE was temporarily ceased.

37. As the City's revenue spend is ringfenced, any surplus from one year is rolled forward to the next year. Over the next few years, the City's annual committed spend exceeds the forecast annual income. This is due to pay and price



increases as well as supporting the Police led partnership initiative Operation Reframe. It is anticipated that this will use up the City's unspent balance within the next four to five years, after which time the ongoing expenditure detailed in paragraph 32 will need to be reduced.

38. The City has just relaunched its Safety Thirst accreditation scheme and officers will encourage as many applications as possible this year from venues that fall within the late night supply period, to ensure their late night activities do not adversely impact crime and anti-social behaviour in the NTE.
39. CoLP currently has a projected unspent balance of £336k. Police revenue spend is not ringfenced, therefore there is no obligation to roll any surplus from one year over to the next. However, the LNLPB has currently agreed that any unspent revenue should be rolled forward and committed to policing the NTE.
40. The next meeting of the LNLPB is due in June 2024 where proposals for crime reduction and public safety initiatives in the NTE and future spend of accrued CoLP levy revenue will be discussed and agreed.

### **Corporate & Strategic Implications**

41. The proposals in this report will help to meet the aims contained within the Corporate Plan 2024-29, namely, to deliver a 'vibrant thriving destination', 'flourishing public spaces' and 'providing excellent services' by way of making people safe and feel safe in the NTE. The proposals will also drive 'dynamic economic growth', by encouraging hospitality businesses to trade in the City's safe, vibrant and welcoming NTE.
42. The proposals in this report also align with the aims of the government's national Safer Streets Campaign and tackling violence against women and girls.

### **Financial implications**

43. Any money retained by the City Corporation from the levy income must be spent on the areas referred to in paragraph 26, although it does not have to be spent in the same levy year in which the income was generated. Any expenditure in excess of the income received would need to be met from existing local risk budgets.

**Resource implications** - none

**Legal implications** – none

**Risk implications** - none

**Equalities implications** – none

**Climate implications** - none

**Security implications** - none

### **Appendices**

- Appendix 1 – Best Practice schemes comparison table

## **Background Papers**

The Late Night Levy (Application and Administration) Regulations 2012.  
The Late Night Levy (Expenses, Exemptions and Reductions) Regulations 2012.  
Home Office 'Amended Guidance on the Late-Night Levy' – 13 July 2023  
Licensing Committee agenda and minutes of meeting 28 April 2014.

**Aggie Minas** | Licensing Manager

T: 020 7332 1269 | M: 07739 365406

E: [aggie.minas@cityoflondon.gov.uk](mailto:aggie.minas@cityoflondon.gov.uk)

## Safety Thirst vs LSAVI and Best Bar None

	Safety Thirst	LSAVI	Best Bar None
<b>Background</b>	<ul style="list-style-type: none"> <li>• Safety Thirst is a local award scheme unique to the City of London Corporation.</li> <li>• The scheme, first introduced in 2006, is now running in its 18th year with 72 participant venues.</li> <li>• It is highly regarded by CoL licensees who are keen to participate and to improve their level of accreditation.</li> <li>• Over the years, an element of healthy competition has developed amongst the licensees, each striving to be the best in the City.</li> </ul>	<ul style="list-style-type: none"> <li>• LSAVI is a national award scheme that has been developed by the Police Service via Police Crime Prevention Initiatives (PCPI).</li> <li>• The scheme was launched in March 2021, and it is not known how many venues actively participate.</li> <li>• It is a central scheme and licensees can complete the self-assessment irrespective of whether the licensing authority has adopted the scheme</li> </ul>	<ul style="list-style-type: none"> <li>• Best Bar None is a national award scheme.</li> <li>• The scheme was first piloted by Greater Manchester Police in 2003 and currently has 40 active local authority memberships across the country.</li> <li>• Licensing Authorities must join the scheme and roll out to venues in their area.</li> <li>• There is also a central scheme that allows individual premises to apply for accreditation where a local scheme does not operate.</li> </ul>
<b>Support / Sponsorship</b>	<ul style="list-style-type: none"> <li>• The scheme is developed and managed in-house by CoL Licensing Team with support from Safer City Partnership and City of London Police.</li> <li>• There is a local coordinator to guide and support premises in achieving accreditation.</li> <li>• It is fully funded through the CoL Late Night Levy.</li> <li>• The scheme is fully endorsed by Licensing Committee</li> </ul>	<ul style="list-style-type: none"> <li>• Supported by the Home Office, National Police Chiefs' Council and Project Servator</li> <li>• The scheme is administered by a central LSAVI team with no local input by licensing authorities.</li> </ul>	<ul style="list-style-type: none"> <li>• Supported by the Home Office and the drinks industry, with its main sponsors being Diageo, Heineken and Pernod Ricard. Associate sponsors are Stonegate Pub Co., JD Wetherspoons. Ei Group, Mitchells and Butlers and Asahi UK. There is a national coordinator available to guide and support authorities with their adopted scheme.</li> <li>• Costs in setting up and administering the scheme would need to be funded locally.</li> </ul>

	Safety Thirst	LSAVI	Best Bar None
<b>Partnership</b>	<ul style="list-style-type: none"> <li>Local level: City of London Licensing Authority, Safer City Partnership, City of London Police, London Fire Brigade</li> </ul>	<ul style="list-style-type: none"> <li>Local level: Licensing and Police authorities</li> </ul>	<ul style="list-style-type: none"> <li>Local level: Licensing, Police and Fire authorities in areas where scheme has been adopted.</li> <li>National level: Drinkaware, Home Office, National Pubwatch, ALMR, Portman Group, SIA, BII, CAP, PASS.</li> </ul>
<b>Aims</b>	<ul style="list-style-type: none"> <li>To reduce alcohol related crime and disorder at licensed premises, to provide a safer environment for customers and reduce problems for those who live or work nearby.</li> <li>Encourages applicants to reach high operational standards and continuous improvement by adopting responsible management approach and promotion of good practice.</li> <li>Encourages collaboration between licensed trade, police and local authority.</li> </ul>	<ul style="list-style-type: none"> <li>To reduce crime and the fear of crime and to create safe and secure licensed premises</li> </ul>	<ul style="list-style-type: none"> <li>To reduce alcohol related crime and disorder and reducing harmful effects of binge drinking at licensed premises.</li> <li>Encourages positive relationship between licensed trade, police and local authority.</li> </ul>
<b>Participants</b>	<ul style="list-style-type: none"> <li>Open to all licensed premises</li> </ul>	<ul style="list-style-type: none"> <li>Open to all licensed premises</li> </ul>	<ul style="list-style-type: none"> <li>Open to all licensed premises.</li> </ul>
<b>Engagement with licensees</b>	<ul style="list-style-type: none"> <li>CoLC and CoLP officers are familiar with licensees, venue managers, area managers.</li> <li>Participation is encouraged through partnership working.</li> </ul>	<ul style="list-style-type: none"> <li>PCPI marketing team and social media</li> </ul>	<ul style="list-style-type: none"> <li>Participation encouraged by licensing and police authorities at local level</li> </ul>
<b>Cost</b>	<ul style="list-style-type: none"> <li>Free</li> </ul>	<ul style="list-style-type: none"> <li>£100 per application</li> </ul>	<ul style="list-style-type: none"> <li>Free</li> </ul>
<b>Timeline</b>	<ul style="list-style-type: none"> <li>Set by CoLC to coincide with LNL year</li> </ul>	<ul style="list-style-type: none"> <li>Application can be made at any time – may clash with LNL year</li> </ul>	<ul style="list-style-type: none"> <li>Flexible – can be set to coincide with LNL year</li> </ul>

	Safety Thirst	LSAVI	Best Bar None
<b>Criteria</b>	<ul style="list-style-type: none"> <li>Bespoke local criteria based on the four licensing objectives, CoL licensing policy, CoL corporate policies, national guidance or standards from Police, CTSA, Fire, HSE, SIA on matters related to licensed premises</li> <li>Criteria is reviewed each year and revised based on current matters and feedback from stakeholders.</li> </ul>	<ul style="list-style-type: none"> <li>National set of criteria some of which may not be applicable to City of London</li> <li>Criteria based on licensing objectives and national guidance from Home Office, Police, CTSA, Fire, HSE, SIA</li> </ul>	<ul style="list-style-type: none"> <li>National set of criteria some of which may not be applicable to City of London.</li> <li>Criteria based on licensing objectives and national guidance from Home Office, Police, CTSA, Fire, HSE, SIA</li> </ul>
<b>Assistance to applicants</b>	<ul style="list-style-type: none"> <li>Safety Thirst applicant toolkit to assist applicants in meeting criteria - sets out examples of best practice that can be adopted.</li> <li>CoL Code of Good Practice for licensed premises available to applicants.</li> <li>Self-assessment toolkit available for all licensees irrespective of whether they participate in accreditation scheme. They can use this to improve management and operational practices at their venue with advice offered by CoLC and CoLP.</li> </ul>	<ul style="list-style-type: none"> <li>Following the completion of a self-assessment, a report is generated setting out areas for improvement and directing the applicant to approved sites for obtaining best practice and information</li> <li>The applicant can then use this self-assessment to apply for accreditation</li> </ul>	<ul style="list-style-type: none"> <li>National level: a scoring booklet and assessor guide is provided to applicants</li> <li>Local level: any guidance would have to be developed at local level.</li> <li>National level policy and procedure templates available via BBN coordinator.</li> </ul>
<b>Assessment</b>	<ul style="list-style-type: none"> <li>Questions structured to ensure consistency in gathering evidence irrespective of who carries out the assessment (licensing authority or police officer).</li> <li>Assessor form provides clear guidance to the assessor on what the answer should be.</li> </ul>	<ul style="list-style-type: none"> <li>Self-assessment is confidential and will only be shared with LA / Police at the licensee's discretion.</li> <li>If the licensee applies for accreditation, the self-assessment is shared with LA / Police to verify responses and this may be followed up with a site visit to discuss responses.</li> </ul>	<ul style="list-style-type: none"> <li>Some criteria can only be assessed by an officer with experience in that field eg. determining whether an adequate fire detection system is in place can only be done by a fire officer. Some of the criteria have very open-ended answers which could lead to discrepancies in evidence gathering. Assessments</li> </ul>

	Safety Thirst	LSAVI	Best Bar None
			need to be carried out jointly between licensing authority, fire authority and/or police. CoL doesn't have these resources available.
<b>Evidence Base</b>	<ul style="list-style-type: none"> <li>The assessing officer can ask to see evidence on any of the criteria. This might in the form of physical evidence eg notices displayed, or documented evidence eg. training records</li> </ul>	<ul style="list-style-type: none"> <li>The only evidence required to be submitted with the self-assessment is age verification process.</li> <li>Assumption that when LA / Police visit as part of accreditation they can ask for evidence of anything else</li> </ul>	<ul style="list-style-type: none"> <li>Assessing officer can request evidence for any of the criteria.</li> </ul>
<b>Scoring</b>	<ul style="list-style-type: none"> <li>An applicant must meet all the core standards to achieve the basic level of accreditation.</li> <li>Additional points are awarded where the applicant has demonstrated measures in excess of the basic requirements.</li> </ul>	<ul style="list-style-type: none"> <li>There are no core or essential standards. An applicant will receive an overall score based on questions answered.</li> </ul>	<ul style="list-style-type: none"> <li>An applicant must meet all essential criteria to pass.</li> <li>There are also desirable and bonus criteria that can be achieved.</li> </ul>
<b>Accreditations / Awards ceremony</b>	<ul style="list-style-type: none"> <li>Awards given at 3 levels: Pass, Commended, Highly Commended with an overall winner.</li> <li>All scores are moderated at LLP where local knowledge is applied to ensure that problematic premises are not inappropriately accredited. Traffic light scheme RAG rating is considered</li> <li>Informal awards ceremony, free to attend – CoLC bears the cost</li> </ul>	<ul style="list-style-type: none"> <li>Awards given on a star-rating 1-5</li> <li>LSAVI is set to auto-approve an accreditation request after 30 days if not actioned</li> <li>No awards ceremony</li> </ul>	<ul style="list-style-type: none"> <li>Category Winners and overall winners.</li> <li>Scores are moderated by a panel of stakeholders (eg LLP) where local knowledge can be applied</li> <li>Usually a formal black-tie event, with a cost to be borne by applicant.</li> </ul>

	Safety Thirst	LSAVI	Best Bar None
<b>Benefits for accredited premises</b>	<ul style="list-style-type: none"> <li>• Framed award certificate to be displayed at premises</li> <li>• 30% discount to any accredited venue paying the late night levy</li> </ul>	<ul style="list-style-type: none"> <li>• Star rating award logo to be displayed at premises</li> <li>• National rating, Home Office and Police endorsed</li> <li>• Can be used to give 30% discount to any accredited venue paying the late night levy.</li> </ul>	<ul style="list-style-type: none"> <li>• Accreditation plaque to be displayed at premises</li> <li>• Home Office endorsed</li> <li>• Can be used to give 30% discount to any accredited venue paying the late night levy.</li> </ul>
<b>Benefits for licensing authority and partner authorities</b>	<ul style="list-style-type: none"> <li>• The scheme is fully managed by CoLC</li> <li>• It is run in conjunction with the LNL year so premises are assessed and accredited before each levy year commences.</li> <li>• Local knowledge and guidance are given to applicants as part of the application process</li> <li>• Responses to questions are accurate as these are elicited from the applicant during the onsite assessment</li> </ul>	<ul style="list-style-type: none"> <li>• The scheme is independent of the licensing authority and partner authorities.</li> </ul>	<ul style="list-style-type: none"> <li>• The scheme can fully managed by CoLC</li> <li>• It can be run in conjunction with the LNL year so premises are assessed and accredited before each levy year commences.</li> <li>• Local knowledge and guidance can be given to applicants as part of the application process</li> <li>• Responses to questions will be accurate as these would be elicited from the applicant during the onsite assessment</li> <li>• It is a nationally endorsed accreditation scheme</li> </ul>
<b>Disbenefits</b>	<ul style="list-style-type: none"> <li>• Not recognised outside of the City</li> </ul>	<ul style="list-style-type: none"> <li>• Licensees might place too much weight on a national accreditation and lose focus of local issues</li> <li>• As part of self-assessment licensees might be advised to do things differently than CoLC / CoLP would advise</li> <li>• Answers to questions rely on the honesty of the applicant</li> </ul>	<ul style="list-style-type: none"> <li>• Some local issues might not be addressed.</li> </ul>

This page is intentionally left blank



By virtue of paragraph(s) 7 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 7 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 7 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 7 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank