

Statement of Licensing Policy 2008

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CITY OF LONDON CORPORATION
STATEMENT OF LICENSING POLICY

Introduction

- 1 The City of London is the world's leading international financial and related business services centre – a global powerhouse at the heart of the UK's financial services. It provides dedicated services to the City, from maintaining its infrastructure to top level economic development, as well as carrying out all the services expected of a local authority. It also provides services that affect people outside of its geographical boundary – making a contribution to both regional and national prosperity.
- 2 Although the City is predominantly a business area, there are significant pockets of residential accommodation. In addition to the well-established, concentrated housing developments at the Barbican, Golden Lane, Mansell Street and Middlesex Street, there are smaller scale residential areas including Queenhithe, the Temples, Carter Lane and parts of Smithfield. Residential development has also occurred on a scattered basis in the rest of the City, often involving the redevelopment and conversion of former business premises.
- 3 Whilst primarily a business district, the City of London has a significant residential population which has increased over the last decade. It is vital that their residential amenity is protected and this is emphasised in the Unitary Development Plan (UDP) where one of the aims is to *'Protect and improve the existing stock and encourage additions to it in suitable locations...'*
- 4 The City Corporation fully supports the provision of recreational and cultural activities and sees these as being of great benefit to the community, especially people working in a high pressure business environment. To this end, the City Corporation is the third biggest sponsor of the arts in the country, after the Government and the BBC. The UDP contains two specifically relevant strategic policies encouraging, where appropriate, the provision of a wide range of public and private recreational facilities.
- 5 Examples of the diversity of activities available in the City include the following:-
 - 5.1 the Barbican Centre has an international reputation, providing large scale concerts, popular and specialist film productions, plays and art exhibitions
 - 5.2 the City Festival and other City Corporation initiatives provide free music for all tastes and other entertainment, principally at lunch times
 - 5.3 the activities of museums and educational establishments
 - 5.4 an extremely wide range of public houses, from the quaint, centuries old, almost country style to large and modern. Many also provide a variety of entertainment, including discos, sports films, live TV etc.
 - 5.5 restaurants representing a myriad of cultural backgrounds

- 6 The City Corporation aims to reconcile all these facets of life in the City to minimise the potentially damaging tensions that could arise between the business, residential and leisure communities. This Policy Statement sets out the framework within which the City Corporation will consider the grant of licences for activities controlled by the Licensing Act 2003.

Legal Background

- 7 The Licensing Act 2003 repealed most of the previous legislation relating to liquor, entertainment and night café licensing and replaced it with a totally new licensing regime. In respect of liquor licensing, responsibility was transferred from the Magistrates Court (Licensing Justices) to local authorities.
- 8 This enables the City Corporation to grant or reject applications for the sale of liquor, the provision of entertainment or late night refreshment. Conditions designed to ensure public safety, protect children from harm, prevent crime and disorder and public nuisance can be attached to licences. For example, to prevent residents or businesses being disturbed, the City Corporation may restrict licensed hours where it can be shown to be necessary. However, the ability of local authorities to take decisions is limited either by provisions in the Act, Regulations made under the Act or by guidance from the Secretary of State of the Department for Culture, Media and Sport (DCMS).
- 9 The City Corporation is legally obliged to have regard to the DCMS guidance. The City Corporation may, however, if it is considered appropriate, deviate from the guidance but would need good reasons to do so.
- 10 This Policy Statement takes full account of the current DCMS guidance.
- 11 In addition, in formulating this Policy Statement, the City Corporation has had regard to the provisions of the European Convention on Human Rights that everyone has the right to respect for his home and private life and that every person is entitled to the peaceful enjoyment of his possessions (including a licence).
- 12 The Human Rights Act 1998 makes it unlawful for a public authority to act in a way that is incompatible with a convention right. Consequently, an aim of this Policy Statement, particularly in relation to the decision-making process of the City Corporation, is to ensure that a licensing decision does not breach of such a right.
- 13 Under the Race Relations Act 1976, as amended, the City Corporation is committed, when taking action in support of its obligations, to have due regard to the need to eliminate unlawful discrimination and to promote good relations between persons of different racial groups. All decisions and considerations taken under the licensing process will have regard to these obligations.
- 14 The City Corporation has also taken account of the provisions of the Crime and Disorder Act 1998. This requires local authorities to have regard to the likely effect of the exercise of their functions on crime and disorder in their area and to do all they can to prevent such crime and disorder.

- 15 Under the Disability Discrimination Act 1993 disabled persons are given important rights of access to everyday facilities and services and may require service providers to consider making permanent physical adjustments to their premises.
- 16 The City Corporation will expect licensees to be familiar with the contents of the 'Code of Practice – Right of Access, Goods, Services, Facilities and Premises', available from the Disability Rights Commission.
- 17 The Licensing Act also requires that licensing authorities consult with the police, fire authorities, and representatives of licensees of all types, together with representatives of local residents and businesses. The City Corporation will have regard to the views of such interested parties in the determination of policy and its periodic review.

Scope

- 18 The Act relates to the sale of alcohol, the provision of certain entertainment and late night refreshment.
- 19 Activities that require a licence under the Licensing Act 2003 and covered by this Policy Statement include:
 - 19.1 retail sale of alcohol
 - 19.2 supply of hot food or drink from premises from 23.00 to 05.00 hours
 - 19.3 supply of alcohol to club members
 - 19.4 provision of entertainment listed below (known as regulated entertainment) to the public or club members or with a view to profit:
 - 19.4.1 film exhibitions
 - 19.4.2 performance of a play
 - 19.4.3 indoor sporting events
 - 19.4.4 a boxing or wrestling entertainment
 - 19.4.5 live music performances
 - 19.4.6 playing of recorded music
 - 19.4.7 dance performances
 - 19.4.8 provision of facilities for making music
 - 19.4.9 provision of dancing facilities
- 20 There are a number of activities that are exempt from the licensing requirement details of which are set out in the Annex to this document.
- 21 The Act prescribes
 - 21.1 personal licences which cover the licensing of individuals for the retail sale of alcohol
 - 21.2 premises licences which cover the retail sale of alcohol
 - 21.3 the provision of regulated entertainment
 - 21.4 late night refreshment
 - 21.5 club premises certificate is required to allow the supply of alcohol or the provision of regulated entertainment to certain clubs
 - 21.6 temporary event notice is required for certain licensable activities on a temporary basis

- 22 The scope of the Policy Statement covers new applications, renewals, transfers and variations of licences and certificates including, where applicable, temporary premises licences. It will also include review of licences and certificates. Such a review could lead to revocation.
- 23 In general, a reference in the Policy Statement to a premises licence will include a club premises certificate.

Licensing Objectives

- 24 In carrying out its licensing functions, the authority will promote the licensing objectives set out in the Act. These are:-
- 24.1 the prevention of crime and disorder
 - 24.2 public safeties
 - 24.3 the prevention of public nuisance
 - 24.4 the protection of children from harm
- 25 To achieve these objectives, the authority could use its full range of powers and engage all relevant responsibilities including its planning controls, transport controls, crime and disorder policies and powers. The authority will enter into appropriate partnership arrangements, working closely with the Police, the Fire Authority, local businesses, community representatives and local people in meeting these objectives.

Personal Licences

- 26 The City Corporation recognises it has little discretion regarding the granting of personal licences. In general, provided an applicant has a qualification determined by DCMS and does not have certain serious criminal convictions, the application is required to be granted.
- 27 If an applicant has a relevant conviction, the Police may oppose the application, in which case a hearing will be held.

POLICY

- 28 At any hearing the City Corporation will consider carefully whether the refusal of the licence would be in compliance with the licensing objectives. It will consider the seriousness and relevance of the disclosed conviction(s), the period that has elapsed since the offence(s) were committed and any mitigating circumstances. The City Corporation will refuse the application if it is satisfied that granting it would not promote the licensing objectives.

REASON

- 29 Prevention of crime is both an objective of the Licensing Act 2003 and an important responsibility of the City Corporation under the Crime and Disorder Act 1998. A person holding a personal licence should be properly qualified and be able to assist the action against crime. Granting a licence to a known criminal will in many cases undermine rather than promote the crime prevention objective.

Premises Licences and Club Premises Certificates

a) Application

POLICY

- 30 The City Corporation will expect,
- 30.1 all individual applicants to address the licensing objectives in their operating schedule which they are required by the Act to prepare
 - 30.2 the operating schedule to have regard to the nature of the area where the premises are situated, the type of premises concerned, the licensable activities to be provided, operational procedures and the needs of the local community
 - 30.3 the applicant to demonstrate in the schedule that they have taken appropriate measures to ensure that the premises will be 'good neighbours' and where appropriate have considered dispersal policies.
- 31 In particular, the City Corporation will expect the applicant to be proposing practical steps to prevent disturbance to local residents. The City Corporation will expect the applicant to have carried out sound tests, where necessary, to ascertain whether there is any sound leakage and will expect this to have been addressed in practical ways such as:-
- 31.1 keeping doors and windows closed and providing adequate mechanical ventilation
 - 31.2 reducing sound levels and installing a sound limiting device to prevent sound exceeding the appropriate level
 - 31.3 installing soundproofing measures to contain sound and vibration.
- 32 The City Corporation will expect the operators of popular venues, which attract queues, to formulate a system to avoid disturbance to residents. This may sometimes be achieved by simply ensuring that the direction of the queue is away from residential accommodation.
- 33 However, excessive noise and/or disorder will require more rigorous action. It is important that queues formed later in the evening are supervised to keep noise to a minimum. Door supervisors will generally be expected to carry out this role, but they must be given clear instructions as to their duties and responsibilities which should cover other areas of crime and disorder, for example under age drinking and drugs.
- 34 The City Corporation recommends that for 'promoted events' (as indicated by the City of London Police) a comprehensive risk assessment is undertaken by the licence holders to ensure that crime and disorder and public safety matters are identified and addressed. The authority further recommends that the appropriate City of London Police form be used for this and submitted to the Police at least 14 days before the event.
- 35 In terms of patrons leaving any premises, particularly late at night or early in the morning, the City Corporation will expect the applicant to consider for inclusion in the operating plan such practical steps as:-

- 35.1 erecting prominent notices at the exits to premises asking customers to leave quietly and not to slam car doors
- 35.2 at appropriate times making loudspeaker announcements to the same effect within the premises
- 35.3 instructing door staff to ask customers leaving the premises to leave the area quietly
- 35.4 reducing the volume of music towards the end of the evening and where appropriate playing quieter, more soothing music as the evening winds down
- 35.5 in appropriate cases, having door supervisors or a manager patrolling nearby streets to assess for themselves whether there is a problem and how best to deal with it
- 35.6 banning from the premises people who regularly leave in a noisy fashion;
- 35.7 increasing outside lighting levels
- 35.8 instituting a mini cab/taxi booking scheme
- 35.9 any other steps which may be necessary to prevent noise, or other nuisance to neighbours of the licensed premises

REASON

- 36 One of the greatest irritations to residents trying to sleep is the excessive noise escaping from licensed premises. Noise escape from premises may preclude the grant of a licence or constitute grounds for the review of any licence previously granted. There might also be need for a Noise Abatement notice to be issued under the Environmental Protection Act.
- 37 There can be little doubt that a well-managed licensed venue can benefit the local community. However, there is clearly a risk of local residents being disturbed, particularly if the venue is open late at night because people leaving the premises can be a significant problem in the early hours. Customers may be less inhibited about their behaviour and may be unaware of the noise they are creating.

POLICY

- 38 The City Corporation will expect,
 - 38.1 the premises to be presented to the highest possible standards of safety
 - 38.2 the applicant to have addressed the requirements of Health & Safety at Work and Fire Safety legislation and, where appropriate, the Technical Standards published by the District Surveyors Association. The plans of the premises which must be submitted will be expected to provide evidence of compliance with health and safety matters. Evidence of current safety certificates may be required
 - 38.3 the operating schedule to detail how the premises will be properly managed and maintained to ensure public safety at all times

REASON

Public safety is the most important licensing objective as it is about protecting the safety and the lives of patrons. It is the wish of the City Corporation that anyone visiting a licensed venue in the City can do so in complete safety and premise

- 39 It is the policy of the City Corporation that there should be comprehensive facilities and access for people with disabilities wherever practicable. The City Corporation will, therefore, expect the needs of disabled people to be addressed in the operating schedule.

REASON

- 40 Wherever practicable disabled people should not be treated in a less advantageous way than able-bodied people. In addition, there are responsibilities under the Disability Discrimination Act 1995, which came fully in to effect in October 2004 and placed statutory duties on licensees to ensure that such facilities cater for everyone's needs.

b) Consultation

POLICY

- 41 It is the policy of the City Corporation that all those affected by an application should be made aware of it and of the opportunity to make representations. Every application for a premises licence will be required to be advertised in a manner to be prescribed which will bring the details of the application to the notice of residents and other interested parties. The applicant will also be required to send a copy of the application to the Police, Fire Authority and other relevant authorities.

REASON

- 42 The grant of a licence could have a significant impact on the lives or businesses of those living or working in the vicinity of premises for which a licence is sought. It is only right, therefore, that all those likely to be affected by an application are made aware of it and of the opportunity to make representations.

Determination of Applications

OVERRIDING POLICY PRINCIPLE

- 43 In determining a licence application, the overriding principle adopted by the City Corporation will be that each application will be determined on its individual merits. The process adopted for determination will, in all cases, follow that required by the Regulations made under the Act.

Conditions

POLICY

- 44 Licence conditions will depend on the individual application and will be imposed where necessary to meet the licensing objectives. Licence conditions will not be imposed where the City Corporation is satisfied that other regulatory regimes provide sufficient protection to the public eg. health and safety at work and fire safety legislation.

- 45 It is the policy of the City Corporation that, when considering and applying conditions, such conditions should be open, transparent and reasonable.

REASON

- 46 The Government's view is that, in general, there should not be standard conditions, some of which might be inappropriate to individual premises. Instead, conditions should depend on the premises and activities concerned, with a view to ensuring that the licensing objectives are achieved.

Location of Premises, Licensing Hours and the Prevention of Nuisance

- 47 The view of the Government is that longer licensing hours should be encouraged in the interests of avoiding a concentration of disturbance and ensuring that nuisance is minimised to local residents. The Government believes that shops and public houses should generally be permitted to sell alcohol during the hours they intend to open. Entertainment providers should be encouraged to provide a range of entertainment during their operating hours and to promote live music, dancing and theatre for the wider cultural benefit of the community.
- 48 The City Corporation understands the view of the Government, but considers that the risk of disturbance to local residents is greater when licensable activities continue late at night and into the early hours of the morning. For example, the risk of residents' sleep being disturbed by patrons leaving licensed premises is obviously greater at 2am than at 11pm.

POLICY

- 49 It is, therefore, the policy of the City Corporation to strike a fair balance between the benefits to a community of a licensed venue, and the risk of disturbance to local residents and workers, notwithstanding that all applications will be determined on their merits.

REASON

- 50 This policy is aimed at the fulfilment of the licensing objective of 'the prevention of public nuisance'.

Location and Impact of Activity

- 51 In all cases, the granting of a licence will depend on the impact of an activity, particularly on local residents or late night businesses. Consideration will be given to relevant matters including, but not limited to, the level of noise and vibration, litter, people coming and going, queuing and any potential for criminal activity or disorder.

POLICY

- 52 In relation to operating schedules,

- 52.1 the City Corporation will ensure that any operating schedule indicates that the applicant is taking appropriate steps to comply with the licensing objectives
- 52.2 any operating schedule submitted in respect of premises shall include proposed times of operating and details of how the applicant intends to comply with the licensing objectives

REASON

- 53 Any activity involving public entertainment or eating or drinking on the premises has the potential to impact adversely on the surrounding area due to noise, smells, or congestion on the footway. It may also be caused by the customers being noisy on departure or leaving litter. The impact of noise generated by these activities, especially customers departing either on foot or in cars, is particularly intrusive at night when ambient noise levels are much lower.
- 54 Although largely commercial, much of the City is very sensitive to the impact of licensed activities because it is close to either residential areas or areas of late night financial business. The impact of traffic going to and from licensed premises can be considerable. Even where a majority of customers arrive on foot or by public transport, the numbers of people dispersing may be significant.

Consideration of the Impact of Licensed Activities

POLICY

- 55 When considering whether any licensed activity should be permitted, the City Corporation will assess the likelihood of it causing unacceptable adverse impact, particularly on local residents and businesses, by considering the following factors amongst other relevant matters:
 - 55.1 the type of use
 - 55.2 the proposed hours of operation
 - 55.3 the means of access to and exit from the premises by patrons
 - 55.4 any negative cumulative impact of licensed premises in an area and, in considering any application for review of premises already licensed, the City Corporation may take into account evidence of the following:-
 - 55.5 past demonstrable adverse impact from the activity especially on local residents and businesses; or
 - 55.6 any appropriate measures which have been agreed and put into effect by the applicant to mitigate any adverse impact.

REASON

- 56 The prime purpose of this part of the Policy Statement is to achieve the licensing objective of preventing public nuisance. In furtherance of this aim, the Statement lists particular matters that the City Corporation will take into account in considering whether a licensed activity is likely to cause an adverse impact, particularly to local residents.

- 56.1 The precise nature of the activity, especially for entertainment, will be a factor in considering the impact of the activity.

56.2 Levels of noise from licensed premises which may be acceptable at certain times of day may not be acceptable later in the evening or at night when ambient noise levels are much lower.

56.3 With any adverse impact it may be possible to take steps to mitigate or prevent the impact and if such measures are reliable an activity may be licensed. In accordance with Government advice, the decisions taken by the City Corporation will obviously be focused on matters within the control of individual licensees and others granted relevant permissions and the steps they can take to achieve the licensing objectives. Accordingly, these matters will centre on the premises and places being used for licensable activities and the likely impact of those activities on members of the public living, working or engaged in normal activity in the area concerned.

57 In reaching its decisions, the City Corporation acknowledges the difficulty a licence holder has in preventing anti-social behaviour by individuals once they are beyond the direct control of that licence holder. However, it will also take into account that the licensing objective of preventing public nuisance will not be achieved if patrons from licensed premises regularly engage in anti-social activities to the detriment of nearby residents or businesses. Furthermore, it will also take into account its responsibility under the Crime and Disorder Act 1998 to do all it can to prevent crime and disorder in the City. The aim of the Policy is, therefore, to achieve a balanced approach to these difficult issues.

Saturation and Cumulative Impact

POLICY

58 In determining an application, the authority will take into account, in the interests of public safety and the avoidance of nuisance, any representations relating to the negative cumulative impact that the existence of a saturation of premises in one area may have. A saturation of licensed premises can attract customers to the area that has an impact on the surrounding area beyond the control of individual licence holders.

59 The City Corporation will take this into account whenever it receives representations about cumulative impact on the licensing objectives if warranted within a specific area.

REASON

60 The impact from licensed premises increases considerably in areas where there are concentrations of such venues. The adverse effects from licensed activities are particularly acute in some areas of the City. The City Corporation will consider the effects of licensed premises saturation which may cause a significant negative cumulative impact in such areas.

Variable Closing Times

61 One of the aims of the new licensing regime is to prevent concentrations of patrons exiting the premises at 11pm as happened under the inflexible

licensing hours of the previous liquor licensing arrangements. The Government has abolishing fixed licensing hours in favour of hours suitable for individual premises.

POLICY

- 62 In areas containing a number of licensed premises, the policy of the City Corporation will be to encourage licensees to vary their closing times so that patrons leave for natural reasons over a longer period. Notwithstanding that, each application will be determined on its merits.

REASON

- 63 The aim of this policy is to minimise disturbance and strain on transport systems. It is also designed to prevent the replication of the existing large scale departures of patrons, whatever the hour, to the detriment of the licensing objectives of preventing public nuisance and crime and disorder.

Tables and Chairs Outside Premises

- 64 The provision of tables and chairs outside premises, either on the highway or on private land, can enhance the attractiveness of the venue. It can have the benefit of encouraging a continental style café culture. However, late at night these same tables and chairs can contribute to noise problems. This is because they can encourage patrons and passers by to loiter rather than disperse.
- 65 The placing of tables and chairs on the public highway requires the consent of the City Corporation's Planning & Transportation Committee. On private land, such consent is not needed

POLICY

- 66 The City Corporation may determine hours of operation taking into consideration crime and disorder, noise safety and local residents' amenities and would wish to see details of the proposed operation in the operating schedule.

REASON

- 67 This policy is designed to strike a fair balance between the needs of those wishing to enjoy refreshment in the open air and the need to prevent problems concerning safety and nuisance.

Smoking

- 68 Legislation in relation to smoking in enclosed spaces came into force on 1 July 2007. From that date it became illegal to smoke or to fail to prevent smoking in a smoke-free place.

POLICY

- 69 The City Corporation may take into consideration the possible effect of people leaving licensed premises to smoke when determining licence applications. The relates to safety of patrons and passers-by and also nuisance from noise or litter.

REASON

- 70 This is to take into account any concerns relating to safety and nuisance from people outside premises.

Sex-Related Activities

- 71 Where the activities proposed under the licence include those of a sex-related nature (eg. topless waitresses, striptease, table dancing), the City Corporation will take into account the licensing objective to protect of children from harm. For the sake of convenience, the word 'striptease' in this part of the Statement is taken to refer to any entertainment or service involving exposure of private parts or the sexual stimulation of patrons, as defined in the Local Government (Miscellaneous Provisions) Act 1982 as amended by the Greater London Council (General Powers) Act 1986.

POLICY

- 72 The City Corporation will consider carefully the granting of licences which involve a sex-related element near schools, youth clubs or other premises where significant numbers of children are likely to attend or congregate.
- 73 Where such licences are granted, the City Corporation will impose conditions designed to ensure that children are not admitted to and cannot witness these activities. For example:-
- 74.1 the area proposed for striptease shall be in a position where the performance cannot be seen from the street;
 - 74.2 whilst striptease entertainment is taking place, no person under the age of 18 shall be on the licensed premises and a clear notice shall be displayed at each entrance to the premises in a prominent position, so that it can be easily read by persons entering the premises, in the following terms:-

NO PERSON UNDER 18 WILL BE ADMITTED

- 74 To prevent the possibility of children seeing unsuitable advertisements, the policy of the City Corporation will be to attach a condition to the effect that *'Except with the consent of the City Corporation, there shall be no external advertising of the striptease entertainment either at the premises or in its immediate vicinity.'*

REASON

- 75 These policies are designed to further the licensing objective of protecting children from harm by preventing them from being exposed to unsuitable material or acts.

Other Controls

- 76 The Government's view is that Statements of Licensing Policy should indicate other mechanisms that are available for addressing issues of customers behaving badly away from licensed premises such as:
- 76.1 planning controls
 - 76.2 positive measures to create a safe and clean town centre environment in partnerships with local businesses, transport operators and other departments of a local authority
 - 76.3 the provisions of CCTV surveillance in town centres, ample taxi ranks, provision of public conveniences open late at night, street cleaning and litter patrols
 - 76.4 powers of local authorities to designate parts of the local authority area as places where alcohol may not be consumed publicly
 - 76.5 Police enforcement of the general law concerning disorder and anti-social behaviour, including the issue of fixed penalty notices
 - 76.6 the prosecution of any personal licence holder or member of staff at such premises who is selling alcohol to people who are drunk
 - 76.7 the confiscation of alcohol from adults and children in designated areas
 - 76.8 Police powers to close down instantly for up to 24 hours any licensed premises or temporary event on the grounds of disorder, the likelihood of disorder or excessive noise emanating from the premises causing a nuisance
 - 76.9 the power of the Police, other responsible authorities or a local resident or business to seek a review of the licence or certificate in question

POLICY

- 77 It is the policy of the City Corporation to consider very carefully the implications of granting a licence when the hours sought extend into the early hours of the morning.

REASON

- 78 This is because many of these mechanisms may be of limited effectiveness and value in dealing with anti-social behaviour away from the premises.

Protection of Children

- 79 The protection of children from harm is an important licensing objective. Nevertheless, the City Corporation will not normally impose conditions requiring or prohibiting the admission of children to any premises, believing this should remain a matter of discretion for the licence holder and takes account of the view of DCMS that the use of licensed premises by children should be

encouraged. However, it will, where necessary, impose conditions designed to protect children.

POLICY

- 80 The City Corporation will take strong measures to protect children from harm. Examples of premises where the introduction of additional controls are likely to be necessary are:-
- 81.1 where entertainment or services of an adult or sexual nature are commonly provided
 - 81.2 where there have been convictions of members of the current staff at the premises for serving alcohol to minors or with a reputation for underage drinking
 - 81.3 where there is a known association with drug taking or dealing
 - 81.4 where there is a strong element of gambling on the premises (but not, for example, the simple presence of a small number of cash prize gaming machines)
 - 81.5 where the supply of alcohol for consumption on the premises is the exclusive or primary purpose of the services provided at the premises.
- 82 While in some circumstances it may be necessary to impose a complete prohibition, the City Corporation will in other situations consider imposing requirements such as:-
- 82.1 limitations on the hours when children may be present
 - 82.2 limitations on the exclusion of the presence of children under certain ages when particular specified activities are taking place
 - 82.3 limitations on the parts of premises to which children might be given access
 - 82.4 age limitations (eg. no person under 18)
 - 82.5 requirements for accompanying adults (including for example, a combination of requirements which provide that children under a particular age must be accompanied by an adult)
 - 82.6 full exclusion of those people under 18 from the premises when any licensable activities are taking place
- 83 Where the exhibition of films is permitted, the authority will expect the age restrictions of the British Board of Film Classification (BBFC) or the City Corporation in respect of the films to be exhibited to be complied with.
- 84 In relation to specialist Film Festivals where it is desired to show films not classified by the BBFC, the City Corporation will classify the films concerned, provided adequate notice has been given. To achieve consistency and the protection of children, the City Corporation will use the guidelines published by the BBFC.
- 85 In addition, the City Corporation will use its other statutory functions to ensure the protection of children from harm with particular emphasis on the sale of alcohol to underage persons.

REASON

- 86 These policies are designed to allow flexibility for the licensee, to ensure that, where appropriate, licensed premises are suitable for children but to ensure they are adequately protected.

Drugs

- 87 Recent surveys indicate a general increase in the use of illegal drugs, involving a wider range of substances. This is particularly true of what are often referred to as 'recreational drugs'. The misuse of such drugs holds grave dangers and has led to fatalities.
- 88 Other factors may have contributed to these deaths, such as a lack of drinking water, excessive drinking of water, an overly hot environment with inadequate ventilation, or a lack of adequate information about drugs.
- 89 Drugs alter the way people behave, so their distribution and possession is controlled by law. Controlled drugs are usually manufactured and supplied illegally, which attracts criminal involvement in their distribution. Drugs manufactured illegally often vary in quality and strength which puts people taking such drugs in further danger.
- 90 The City Corporation recognises that drug use by young people in a club environment is not something that applies to all licensed premises. However, many entertainment venues, such as night clubs and dance venues, can be popular with both drug users and suppliers.

POLICY

- 91 The City Corporation will expect licensees of venues to take all reasonable steps to prevent the entry of drugs into premises under their control, to take appropriate steps to prevent drugs changing hands within the premises and to take practical measures to prevent tragedies as a result of drug misuse by way of management and design of the premises.
- 92 In particular, the City Corporation will expect licensees of such venues to be familiar with the contents of Chapter 4 (drug awareness) of the BIIAB Level 2 National Certificate for Entertainment Licensees and to be following the recommendations of that handbook. The BIIAB is a legal entity, but is effectively British Institute of Innkeeping Awarding Body. The City Corporation will also expect licensees to be following the recommendations of the book 'Safer Clubbing' issued by the London Drug Policy Forum and endorsed by the Home Office.
- 93 It is hoped that licensees will follow these recommendations on a voluntary basis, but failure to do so could lead to the licence being reviewed with the possibility of revocation. In appropriate cases the City Corporation will consider imposing the recommendations detailed in these publications by way of licence conditions.

REASON

- 94 The purpose of this policy is to further the crime prevention objective and to ensure public safety by preventing harm and loss of life caused by drug abuse, overheating and other factors.

Planning

- 95 Any premises for which a licence is required should normally have an authorised use under town planning legislation.

POLICY

- 96 It will be the policy of the City Corporation that applications for premises licences in respect of permanent commercial premises should normally be from businesses who have secured a planning consent. Similarly, application for any variation of a licence would not relieve the applicant of the need to apply for planning permission or building control consent where appropriate.
- 97 Integration of these functions will be facilitated by the Licensing Committee and the Planning & Transportation Committee, each committee being kept informed of the actions taken.

REASON

- 98 This policy is to avoid unnecessary duplication and, thereby, comply with DCMS guidance. Licensing applications will not be a re-run of the planning process and will not cut across decisions taken by the local planning authority. However, there could be occasions when a licence is refused for licensing reasons where an authorised planning use exists.

Other Integration Strategies

POLICY

- 99 The City Corporation will continue to work in partnership with the City of London Police, the City of London Crime and Disorder Reduction Partnership, Transport for London and other agencies and organisations which impact on the Corporation's licensing responsibilities. In particular, the City Corporation commends initiatives such as 'Safety Thirst' relating to the promotion of City venues as welcoming to all.

REASON

- 100 The City Corporation recognises that there are many interlinking strategies introduced for the good management of its area and its night-time economy. Many of these strategies are not directly related to the promotion of the four licensing objectives, but indirectly impact upon them. Co-ordination and integration of such policies, strategies and initiatives are therefore important.

Enforcement

- 101 Where necessary, enforcement action will be taken in accordance with the principles of the Enforcement Concordat produced by the Cabinet Office which promotes consistency of enforcement throughout the country.
- 102 In particular, regard will be had to the fundamental principles recommended by the Better Regulation Task Force for good enforcement:-
- 102.1 risk assessment - ie. focusing on activities that give rise to the most serious risks or where hazards are least well controlled.
 - 102.2 consistency - ie. similar approaches in similar circumstances to achieve similar ends.
 - 102.3 transparency - ie. helping licensees to understand what is expected and distinguishing between statutory requirements and guidance.
 - 102.4 proportionality - ie. action taken should be proportional to the risk presented.
- 103 The authority will establish protocols with the local Police and the Fire Authority on enforcement issues to avoid duplication and to provide for the most efficient deployment of City Corporation, Police and Fire Authority officers in respect of inspection of licensed premises and the enforcement of licensing law.
- 104 The policy of the City Corporation will always be a light touch inspection regime for well-managed and maintained premises, with a targeted and graduated inspection and enforcement regime for problem and high-risk premises.

Discharge of Functions

- 105 The Act provides that the functions of the licensing authority (including its determinations) are to be taken or carried out by its Licensing Committee (except those relating to the making of a statement of licensing policy or where another of its committees has the matter referred to it). The Licensing Committee may delegate these functions to sub-committees or, in appropriate cases, to officials supporting the licensing authority. Where licensing functions are not automatically transferred to licensing committees, the functions must be carried out by the licensing authority as a whole and not by its executive.

Delegation of Functions

Matters to be dealt with	Sub Committee	Officers
Application for personal licence	If a Police objection	If no objection made
Application for personal licence with unspent convictions	All cases	
Application for premises licence/club certificate	If a relevant representation made	If no relevant representation made
Application for provisional	If a relevant	If no relevant

statement	representation made	representation made
Application to vary premises licence/club premises certificate	If a relevant representation made	If no relevant representation made
Application to vary designated premises supervisor	If a Police objection	All other cases
Request to be removed as designated premises supervisor		All cases
Application for transfer of premises licence	If a Police objection	All other cases
Application for interim authorities	If a Police objection	All other cases
Applications to review premises licence/club premises certificate	All cases	
Decision on whether a complaint is irrelevant frivolous vexatious etc.		All cases
Decision to object when local authority is a consultee and not the relevant authority considering the application	All cases	
Determination of a police objection to a temporary event notice	All cases	

Activities Exempt from the Licensing Requirement

- (i) Film exhibitions for the purposes of advertisement, information, education etc.
- (ii) Film exhibitions that form part of an exhibit put on show for any purposes of a museum or art gallery.
- (iii) Music whether live or recorded, which is incidental to other activities which do not require a licence.
- (iv) Use of television or radio receivers for the simultaneous reception and playing of a programme.
- (v) Any entertainment or entertainment facilities at a place of public religious worship.
- (vi) Entertainment at garden fetes or similar functions unless there is an element of private gain.
- (vii) Morris dancing or any dancing of a similar nature or a performance of un-amplified live music as a part of such a performance.
- (viii) Entertainment on road vehicles in motion.