



Licensing Committee

Date: WEDNESDAY, 13 OCTOBER 2021
Time: 1.45 pm
Venue: COMMITTEE ROOMS, 2ND FLOOR WEST WING, GUILDHALL

Members:

Sophie Fernandes (Chairman)	Marianne Fredericks
Shravan Joshi (Deputy Chairman)	Michael Hudson
Caroline Addy	Deputy Jamie Ingham Clark
Deputy Peter Dunphy	Graham Packham
Mary Durcan	Judith Pleasance
Karina Dostalova	Jason Pritchard
Deputy Kevin Everett	James Tumbridge
John Fletcher	

Enquiries: Leanne Murphy
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Accessing the virtual public meeting

Members of the public can observe this virtual public meeting at the below link:
<https://youtu.be/zYmmBp4KuiM>

A recording of the public meeting will be available via the above link following the end of the public meeting for up to one municipal 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.

John Barradell
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 draft public minutes and non-public summary of the last meeting held on 14 July 2021.

For Decision
(Pages 5 - 10)

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

For Information

a) **Blank Gallery Ltd 1 - Adjourned** (Pages 11 - 12)

To receive the public minutes of the adjourned Licensing Review Hearing in respect of the premises Blank Gallery, 27B Throgmorton Street, London, EC2N 2AN on 24 August 2021.

b) **Blank Gallery Ltd 2 - Adjourned** (Pages 13 - 16)

To receive the public minutes of the adjourned Licensing Review Hearing in respect of the premises Blank Gallery, 27B Throgmorton Street, London, EC2N 2AN on 14 September 2021.

c) **One Stop Food and Wine** (Pages 17 - 22)

To receive the public minutes of the Hearing in respect of the application for One Stop Food and Wine, 8 Minories, London, EC3N 1BJ on 15 September 2021.

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

The Comptroller and City Solicitor to be heard.

For Decision

6. **COVID-19 UPDATE**

Oral update on the latest position.

For Information

7. **REVENUE BUDGETS 2022/23**

Joint report of the Chamberlain and Executive Director of Environment.

For Decision
(Pages 23 - 26)

8. **NEW LICENSING POLICY (TO FOLLOW)**

Report of the Executive Director of Environment.

For Decision

9. **CRIMES AT LICENSED PREMISES (TO FOLLOW)**

Report of the Chief Superintendent, City of London Police.

For Information

10. **DELEGATED DECISIONS OF THE DIRECTOR OF MARKETS AND CONSUMER PROTECTION PERTAINING TO PREMISES LICENCES**
Report of the Director of Markets and Consumer Protection.
(N.B. – To be read in conjunction with the non-public appendix at Item 15).
- For Information**
(Pages 27 - 44)
11. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
12. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
13. **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.
- For Decision**
14. **NON-PUBLIC MINUTES**
To agree the draft non-public minutes of the last meeting held on 14 July 2021.
- For Decision**
(Pages 45 - 46)
15. **NON-PUBLIC APPENDIX: DELEGATED DECISIONS OF THE DIRECTOR OF MARKETS AND CONSUMER PROTECTION PERTAINING TO PREMISES LICENCES**
A non-public appendix to be read in conjunction with agenda item 10.
- For Information**
(Pages 47 - 48)
16. **RESOLUTION FROM THE HEALTH & WELLBEING BOARD**
To consider the resolution of the Health & Wellbeing Board from 16 July 2021.
- For Information**
(Pages 49 - 50)
17. **SUICIDE PREVENTION IN THE CITY OF LONDON**
Report of the Deputy Town Clerk and Chief Executive.
- For Decision**
(Pages 51 - 68)
18. **NON-PUBLIC QUESTIONS RELATING TO THE WORK OF THE COMMITTEE**
19. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

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LICENSING COMMITTEE

Wednesday, 14 July 2021

Minutes of the informal hybrid meeting of the Licensing Committee held virtually and physically at Committee Room 3, 2nd Floor West Wing, Guildhall on Wednesday, 14 July 2021 at 1.45 pm

Present

Members:

Sophie Anne Fernandes (Chairman)
Shravan Joshi (Deputy Chairman)
Mary Durcan
John Fletcher
Marianne Fredericks

Michael Hudson
Deputy Jamie Ingham Clark
Graham Packham
Jason Pritchard

In Attendance

Officers:

Jon Averbs	-	Director of Markets & Consumer Protection
Gavin Stedman	-	Port Health and Public Protection Director
Rachel Pye	-	Markets & Consumer Protection
Peter Davenport	-	Markets & Consumer Protection
Jenny Pitcairn	-	Chamberlain's Department
Frank Marchione	-	Comptroller and City Solicitor's Department
Leanne Murphy	-	Town Clerk's Department
Matthew Cooper	-	Media Team, Town Clerk's Department
Jo Northmore	-	City of London Police

1. APOLOGIES

Apologies were received from Karina Dostalova and James Tumbridge.

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

There were no declarations.

3. PUBLIC MINUTES

The public minutes of the meeting held on 28 April 2021 were approved as a correct record.

4. APPEALS AGAINST LICENSING (HEARING) SUB COMMITTEE DECISIONS

The Comptroller & City Solicitor advised the Committee that there were currently no appeals.

5. COVID-19 UPDATE

The Committee received an oral update from the Director of Markets and Consumer Protection providing Members with an update on the current situation as a result of the Covid-19 pandemic.

The progression to Step 4 of the Government's roadmap meant the almost complete deregulation of Covid related restrictions and a move to personal responsibility as the UK moved from pandemic to endemic. At the same time, there were increasing cases and outbreaks linked to hospitality venues.

The only remaining regulation relates to the need to self-isolate if you test positive or until 16 August for close contacts; this would drop away for individuals that are double vaccinated and under 18 years old. The requirement for masks has changed to a recommendation. All social distancing requirements will drop away allowing for nightclubs to re-open and the return of vertical drinking. Several recommendations affecting trade, e.g. vaccine passports for large events and nightclubs, have vocally not been welcomed by industry bodies such as UK Hospitality and NTIA.

Officers confirmed they were not clear for now how City businesses will respond and awaited the formal new guidance documents.

With regards to City Support for the industry, it was confirmed that the City's Business Support Grants were available. The refreshed Al-fresco policy would provide further support in the coming year to provide space and the new Licensing Policy would be supportive and facilitative rather than restrictive.

Officers will be available and visiting premises to ensure the sector is supported through the next stage, as they have continued to do throughout the pandemic.

In response to a question regarding whether written guidance would be provided to premises, Officers stated that the Government had not published the six new sets of guidance and hoped this would be received soon.

6. SUPPORTING THE RECOVERY OF THE HOSPITALITY SECTOR

Members considered a report of the Director of Markets & Consumer Protection concerning supporting the Recovery of the Hospitality Sector: Al Fresco Eating and Drinking Policy Update, Off-Sale and Temporary Event Notice easements.

Members were advised that there were four main proposals going for approval to the next Planning & Transportation Committee including a more streamlined reapplication process for businesses already with licenses and year-long licenses which would continue with no fee. Also included were recommendations for CCTV and free ACT safety training which would become legal duty.

In response to a query concerning the conditions on terrorism, Officers confirmed these were not conditions but strong recommendations for high risk areas, e.g. St Pauls.

A Member voiced concern that the extra condition for CCTV was not appropriate for all premises noting that other Local Authorities only had policies for existing CCTV compliance and works. Officers confirmed the recommendations came from the COL Police and was not a fixed condition but for premises with a high footfall and within areas of crime concern.

It was noted that the Counter Terrorist Police did in-depth reports and had a risk matrix, and Officers hoped the conditions were a proportionate approach to dealing with these risks.

A Member highlighted the need not to confuse applicants and to be appropriate in conditioning CCTV on a case by case basis.

RESOLVED – That Members:-

- Agree the streamlined reapplication process as outlined in paragraph 8 of this report;
- Agree the pavement licence duration period as outlined in paragraph 10(a) of this report;
- Agree a zero fee for all pavement licence applications as outlined in paragraph 10(b) of this report;
- Agree the strengthened requirement to comply with the new national Counter Terrorism Protective Security Pavement Licence guidance in para 10(c) of this report.

7. LICENSING REVENUE OUTTURN 2020/21 REPORT

Members received a joint report of the Chamberlain and Director of Markets & Consumer Protection comparing the revenue outturn for the services overseen by the Committee in 2020/21 with the final budget for the year. Overall total net expenditure during the year was £434,000 whereas the total budget was £300,000, representing an overspending of £134,000.

RECEIVED.

8. NEW LICENSING POLICY

Members considered a report of the Director of Markets & Consumer Protection concerning the Licensing Act 2003 review of the Statement of Licensing Policy.

A Member queried the consultation process and if the policy was circulated to the widest number of people. It was suggested the policy be shared with all Members so they could share it with key Stakeholders. Officers confirmed they welcome all views and would send the policy to relevant safeguarding individuals, Members, the LLP and relevant City Corporation services, departments and tenants associations.

RESOLVED – That Members agree the timetable and methodology to determine the final text and adoption of the Statement of Licensing Policy.

9. CRIMES AT LICENSED PREMISES

The Committee considered a report of the Chief Superintendent regarding violent crime from licensed premises during the period 12 April 2021 – 12 June 2021.

Licensed premises reopened on the 12 April 2021 and footfall in the City was anticipated to continue to increase. However, different premises were following different guidelines due to capacity and premise layout. Overall, the Police were happy with crime levels in the City but this was likely to increase as footfall increased.

RECEIVED.

10. DELEGATED DECISIONS OF THE DIRECTOR OF MARKETS AND CONSUMER PROTECTION PERTAINING TO PREMISES LICENCES

The Committee noted a report of the Director of Markets and Consumer Protection regarding the delegated decisions of the Interim Director of Consumer Protection and Market Operations pertaining to premises licences.

RECEIVED.

11. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

One New Change viewing gallery

A Member stated that members of the public had tried to access the viewing gallery and been prohibited by security staff. It was queried if the public would be able to visit after the 19 July as this was a public space. Officers agreed to look into the basis of why the public were refused access and give appropriate advice as necessary.

12. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There were no urgent items.

13. EXCLUSION OF THE PUBLIC

There were no urgent items.

14. NON-PUBLIC MINUTES

The non-public minutes of the meeting held on 28 April 2021 were approved as a correct record.

15. DELEGATED DECISIONS OF THE DIRECTOR OF MARKETS AND CONSUMER PROTECTION PERTAINING TO PREMISES LICENCES

The Committee received a non-public appendix report to the report under agenda item 10 pertaining to premises licenses which included the names of each premises.

16. RIVERSIDE SAFETY AND SUICIDE PREVENTION

The Committee received a verbal update from the Port Health and Public Protection Director concerning riverside safety and suicide prevention.

17. NON- PUBLIC QUESTIONS RELATING TO THE WORK OF THE COMMITTEE

There were no questions.

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

There were no urgent items.

The meeting ended at 2.19 pm

Chairman

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MINUTES OF THE LICENSING (HEARING) SUB-COMMITTEE

HELD ON TUESDAY 24 August 2021 AT 2.30 PM

APPLICANT: City of London Licensing Authority
PREMISES: Blank Gallery, 27B Throgmorton Street, London,
EC2N 2AN

Sub-Committee:

Marianne Fredericks (Chairman)
Sophie Fernandes
Shravan Joshi

Officers:

Town Clerk – Leanne Murphy
Comptroller and City Solicitor – Frank Marchione
Markets & Consumer Protection – Peter Davenport

Given Notice of Attendance:

None

Licensing Act 2003 (Hearings) Regulations 2005

A public Hearing was held at 2.30pm in Committee Room 3, Guildhall, London, EC2, to consider the representations submitted in respect of an application by the City of London Licensing Authority for a licence review in respect of the premises Blank Gallery, 27B Throgmorton Street, London, EC2N 2AN.

The Sub-Committee had before them the following documents:-

Hearing Procedure

Appendix 1: Report of the Director of Markets & Consumer Protection

i) Copy of Application

ii) Diary of Events

iii) Email from Robert Breese dated 18 August 2020

Appendix 2: Supporting evidence from City of London Licensing Authority

i) Statement of Andre Hewitt

ii) Exhibits relating to Andre Hewitt's statement

APH1 - Intention to suspend

APH2 – Suspension Notice

APH3 – Till Receipt

APH4 – Companies House Details

APH5 – Current Licence

iii) Statement of Pritam Ragoonath

iv) Exhibits relating to Pritam Ragoonath's statement

PR1 – Photo

PR2 – Photo

v) Statement of Nad Valaydon

vi) Exhibits relating to Nad Valaydon's statement

NV1 – Photo

Appendix 3: Representations from responsible authorities: City of London Police

i) Statement of Daniel White

ii) Statement of Benjamin Ellen

iii) Exhibits relating to Benjamin Ellen's statement

BE1 – Receipt showing daily sales 10 October 2020

BE2-BE8 – Receipts showing daily sales

BE9-BE15 – Z totals from a card payment machine

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1. The Hearing commenced at 2.30 PM.
 2. At the commencement of the Hearing, the Chairman explained that the Licence Holder's Solicitor had notified the Town Clerk that neither the Licence Holder or his Solicitor were able to attend the Hearing on 24 August 2021 and there was no other suitable representative that could attend. The Solicitor had provided notification of availability to the Licensing Team before the hearing date was selected, but this had not been brought to the attention of the Town Clerk. The Chairman explained that this would not ordinarily necessarily stop a Hearing taking place; however, following legal advice and having consulted all relevant parties to the Hearing, it was unanimously agreed that it was in the public interest to adjourn the Hearing to a date that all parties could attend.
 3. The Chairman stated that the Hearing could not formally be adjourned until it had been opened as formal notice of the hearing had been sent out to all parties.
 4. The Sub Committee agreed that as there was no attendance from the Licence Holder or those who provided objections, this meant that all parties were content with the decision to adjourn the Hearing to a later date of 14 September at 12.45pm.
 5. The Chairman adjourned the Hearing, thanked all parties for their attendance and explained that written confirmation of the new Hearing date would follow.

The meeting closed at 2.05 PM

Chairman

Contact Officer: Leanne Murphy

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MINUTES OF THE LICENSING (HEARING) SUB-COMMITTEE

HELD ON TUESDAY 14 September 2021 AT 12.45 PM

APPLICANT: City of London Licensing Authority
PREMISES: Blank Gallery, 27B Throgmorton Street, London,
EC2N 2AN

Sub-Committee:

Marianne Fredericks (Chairman)
Michael Hudson
Shravan Joshi

Officers:

Town Clerk – Leanne Murphy
Comptroller and City Solicitor – Frank Marchione
Markets & Consumer Protection – Peter Davenport

Given Notice of Attendance:

Gerald Gouriet QC (FTB Chambers) - Counsel representing the Applicant and supported by Paul Chadha
Robert Sutherland (Keystone Law) – acting for Licence Holder
Andre Hewitt (Licensing Officer)
Pritam Raghoonath (Licensing Officer)
Nad Valaydon (Licensing Officer)
PC Daniel White (COL Police)
Ben Ellen (COL Police)

Licensing Act 2003 (Hearings) Regulations 2005

A public Hearing was held at 12.45pm in Committee Room 1, Guildhall, London, EC2, to consider the representations submitted in respect of an application by the City of London Licensing Authority for a licence review in respect of the premises Blank Gallery, 27B Throgmorton Street, London, EC2N 2AN.

The Sub-Committee had before them the following documents:-

Hearing Procedure

Appendix 1: Report of the Director of Markets & Consumer Protection

- i) Copy of Application
- ii) Diary of Events
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APH3 – Till Receipt
APH4 – Companies House Details
APH5 – Current Licence
iii) Statement of Pritam Ragoonath
iv) Exhibits relating to Pritam Ragoonath's statement
PR1 – Photo
PR2 – Photo
v) Statement of Nad Valaydon
vi) Exhibits relating to Nad Valaydon's statement
NV1 – Photo
Appendix 3: Representations from responsible authorities: City of London Police
i) Statement of Daniel White
ii) Statement of Benjamin Ellen
iii) Exhibits relating to Benjamin Ellen's statement
BE1 – Receipt showing daily sales 10 October 2020
BE2-BE8 – Receipts showing daily sales
BE9-BE15 – Z totals from a card payment machine

1. The Hearing commenced at 12.45 PM.
2. At the commencement of the Hearing, the Chairman explained that notice of a request for adjournment had been received by the Licence Holder's Solicitor the evening before the Hearing date. The Chairman invited Mr Robert Sutherland to make the request to the Sub-Committee and all parties present.
3. Mr Sutherland advised that the request was being made in the interests of justice. The Director of the Licence Holder was an Afghan national attempting since the latter part of August to arrange the necessary forms to enable their close family members to leave the country and travel to the UK. This had been a very arduous and time-consuming process as well as being emotionally draining. The time, effort and emotional energy over the past few weeks has meant that the Licence Holder was not in a position to set out the response to the review as fully and robustly as would be appropriate to assist the Sub-Committee determine the application.
4. Mr Sutherland confirmed the premises was currently closed and the Licence Holder would voluntarily undertake not to reopen the premises for licensable activity prior to the Review Hearing. It was acknowledged that any breach of that undertaking would be considered negatively in respect of the Licence Holder's ability to promote the licensing objectives.
5. The Sub Committee clarified that the licence fees at the premises were in arrears and there was currently no DPS in position. The premises could not legally open and the closure was therefore not voluntary.

6. Mr Sutherland confirmed this was correct but there was an issue concerning the fees. Whilst these were live issues, the Licence Holder could resolve them immediately and legally reopen.
7. The Sub Committee queried why the Mr Sutherland could not represent his client as his legal representative. Mr Sutherland confirmed he did not have instructions to represent his client on this occasion and felt it was important that the Licence Holder speak on his own behalf.
8. The Sub-Committee retired at 1.03pm to make a decision on the adjournment in private session.
9. The Sub Committee returned to deliver the outcome at 1.31pm.
10. The Chairman explained that the Sub-Committee had carefully considered the request and did feel that they wished to hear representations from the Licence Holder in person. Following legal advice and having consulted all relevant parties to the Hearing, the Sub-Committee felt that it was in the public interest to adjourn the Hearing to the new date which was agreed to be 15 October 2021 at 11.00am.
11. The Sub-Committee made clear that the Hearing would go ahead on the set date with or without the Licence Holder present and that Members would take it with a negative view if he did not attend. Mr Sutherland gave assurance that his client would attend.
12. The Chairman adjourned the Hearing, thanked all parties for their attendance and confirmed that written confirmation of the new Hearing date would follow.

The meeting closed at 2.05 PM

Chairman

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MINUTES OF THE LICENSING (HEARING) SUB-COMMITTEE

HELD ON WEDNESDAY 15 SEPTEMBER AT 2.30PM

APPLICANT: Markandu Thiyagarajah
PREMISES: One Stop Food & Wine, 8 Minories, London, EC3N 1BJ

Sub-Committee:

Michael Hudson (Chairman)
John Fletcher
Karina Dostalova

Officers:

Town Clerk – Polly Dunn
Comptroller and City Solicitor – Frank Marchione
Markets & Consumer Protection - Peter Davenport, Rachel Pye

Given Notice of Attendance:

Applicant:

Markandu Thiyagarajah (Owner, One Stop Food & Wine)
Himani Bhargava (representative of the Applicant)

Making representation:

Mr Folabi Ogunkoya (local licensed premises business owner)
Mr Alexander Lewis (employee and witness of Mr Ogunkoya)
Mr Paul Holmes (Licensing Officer, City of London Police and witness of Ms Samnani)

Apologies:

Ms Shelina Samnani

Licensing Act 2003 (Hearings) Regulations 2005

A public Hearing was held at 2.30pm to consider the representations submitted in respect of an application to vary the premises licence in respect of One Stop Food & Wine, 8 Minories, London, EC3N 1BJ the Applicant being Mr Markandu Thiyagarajah.

The Sub-Committee had before them the following documents:

- i) Hearing Procedure
- ii) Report of the Director of Markets & Consumer Protection
- iii) Appendix 1: Copy of Application
- iv) Appendix 2: Current Premises License
- v) Appendix 3: Representations from Other Persons
 - a) Shelina Samnani
 - b) Folabi Ogunkoya
- vi) Appendix 4: Plan of Premises

- vii) Appendix 5: Map of subject premises together with other licensed premises in the area and their latest terminal time for alcohol sales. This material was tabled at the hearing due to technical difficulties.
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1. The Hearing commenced at 2.35pm.
2. At the commencement of the Hearing, the Chairman stated that all written representations had been read by the Sub Committee and requested that there was not a repetition of the submitted representations.
3. The Chairman invited the Applicant to introduce the basis for the application and set out their case.
4. At the commencement of the Hearing, Ms Hamani confirmed that Mr Markandu Thiyagarajah had requested an amendment of their application, to extend the hours of off sales to 2am (revised from 4am.)
5. The Chairman gave Mr Ogunkoya an opportunity to make their representation. Mr Ogunkoya explained that there was limited footfall in the area at 12-2am other than individuals frequenting other late-night venues, including his bar. Mr Ogunkoya felt that should the application be successful, there was an increased likelihood that customers would choose to purchase, and consume, large quantities alcohol from One Stop Food & Wine before entering his premises. The act of drinking ahead of entering a venue, often in large quantities, was described as “pre-loading” throughout the remainder of the hearing.
6. Should customers be tempted to drink large volumes of alcohol shortly before entering his premises, Mr Ogunkoya believed that he and his staff would be less able to exercise their duty of care. This was because a customer’s true level of intoxication would not be detectable if consumed shortly before entry. Additionally, Mr Ogunkoya did not feel it was responsible for customers leaving his establishment to have the opportunity to purchase more alcohol for consumption outside, in the road and surrounding area. It was his view that this would lead to increased littering and possible disorderly behaviour. Mr Ogunkoya articulated a concern about customers pre-loading in cars.
7. In response, Ms Hamani questioned whether the level of crime and disorder in the area would increase as a result of the granting of this single application, given the sale of alcohol was available until 2am (or later) at a number of other nearby premises.
8. Mr Ogunkoya noted that the nearby establishments referred to were hotels. It was the view of Mr Ogunkoya that people would not choose to pre-load in a hotel or other on-sale premises. This was because the act of pre-loading was largely driven by the cost of alcohol, which was higher in on-sale venues than off-sale.
9. Ms Hamani reiterated that the Applicant had chosen to amend the application for a closing time of 2am.

10. The Chairman thanked Mr Ogunkoya for his submission then asked Paul Holmes for his statement. Mr Holmes briefly explained that the City of London Police had intended to submit a representation but due to a technical issue, the email did not reach the designated inbox by the required time and therefore could not be included. Members of the Sub Committee encouraged the Force not to leave representations to the last minute in order to avoid such a problem in future.
11. Mr Holmes explained that the other nearby late licenses were on-sales, which gave the respective license holders greater control and responsibility over the consumption of alcohol purchased at their premises. He sought clarification from the Applicant on what the target market was for sales at 12-2am. Mr Holmes then went on to read communications between the City of London Police and the Applicant. Within these exchanges, the Applicant and their representative stated that One Stop Food & Wine would sell food, drinks, snacks and alcohol, with alcohol sales being “vital” to the business’ income. He continued to quote that: “without alcohol sales, the business would be forced to close down”. Whilst Mr Holmes was not able to provide evidence of how additional late-night alcohol sales would contribute to crime in the immediate area, given his knowledge and experience of disorder caused by people pre-loading, it was Mr Holmes’ view that there would be an increase in responsibility for other businesses to manage additional anti-social behaviour and violence as a direct result of the granting of this application. Mr Holmes concluded by stating that there had never been an issue with this premises under current licensing arrangements.
12. Ms Hamani responded by stating that there would be a low level of alcohol sales at 12-2am.
13. Ms Dostalova clarified the closing time of Mr Ogunkoya’s business as 4am, with alcohol sales stopping at 3am. On Thursdays the business closed at 12am. Ms Dostalova noted that pre-loading could happen at other nearby late night off-licenses in the area and took the opportunity to thank Mr Ogunkoya for the steps he had taken to be a responsible license holder.
14. Mr Fletcher highlighted Mr Ogunkoya’s comment about pre-loading in cars and asked where customers parked. Mr Ogunkoya confirmed that the resident spaces and single yellow lines on that road permitted free parking at that time of the evening/early morning. Mr Fletcher also asked whether customers would pre-load in the Three Lords pub but Mr Ogunkoya explained that it would be unusual and that, unlike the Three Lords pub, One Stop Food & Wine was visible from the queue to his establishment and acted as an ‘advertisement’ to pre-load.
15. Mr Fletcher enquired as to whether, in the opinion of the Police, the extended opening hours of One Stop Food & Wine would directly cause an increase in bad behaviour. Mr Holmes acknowledged that one could never know this for certain until something happened, but in his experience of working in similar areas, it would be likely. At this point Mr Holmes also suggested that there may be occasions that customer’s at Mr Ogunkoya’s business may leave to drink from One Stop Food & Wine and then return. This would be an added burden for Mr Ogunkoya and his staff who currently did not permit the consumption of alcohol sold at their premises

outside the establishment. Lastly, he noted that the Three Lords pub attracted a very different clientele to Mr Ogunkoya's business and therefore it would be unlikely for potential customers to pre-load there.

16. Mr Ogunkoya was worried about the possible impact on residents who lived further along Minorities.
17. Following a query from the Sub Committee Mr Ogunkoya confirmed that his primary concern about the revised application was the temptation for his customers to pre-load. Mr Hudson asked why there was a heightened concern for pre-loading at 12-2am. Mr Ogunkoya explained that 80% of his customers arrived at his premises between 12-1am. He also suggested that there was no appetite for customers to pre-load for lunch or dinner time.
18. At this point the Applicant confirmed a willingness to close the premises at 12am on Thursdays, in line with the closing time of Mr Ogunkoya's business. Ms Hamani stated that they intended to be responsible license holders that would sell low volumes of alcohol. The impact of alcohol sales on crime needed to be the responsibility of all license holders in the area, not just by One Stop Food & Wine.
19. A question was raised about the Applicant's knowledge of the late-night levy, which the Chairman decided was not relevant to the application and was disregarded.
20. A discussion was had between the Applicant and Objectors about the previous submission of the Applicant to the City of London Police about the reliance upon alcohol sales. Suggesting a contradiction to their statement during the hearing, that claimed the volume sold would be very low.
21. The Chairman invited the Sub Committee to ask any remaining questions. Karina Dostalova confirmed with the Applicant that no complaints about the premises had been made to date; she also confirmed that the primary motive for this application was to increase revenue following the impact of Covid-19 on sales over the past 18 months. John Fletcher wished to know whether the Applicant had experience of intoxicated customers and whether they had considered any additional policies or measures to deal with them – Ms Hamani explained that there would be additional security over the extended hours, additional CCTV inside and outside the premises, and that they would not sell alcohol to intoxicated customers. The Chairman received the agreement of the Applicant that it did not take the sale of that much stock for a customer to get drunk. The Applicant estimated that during the proposed extended hours, 20% of their business would be alcohol sales. It was their hope that the sale of alcohol would drive up sale of other goods (food etc.). The Applicant confirmed they operated the 'Challenge 25' system in order to prevent the sale of alcohol to underaged customers.
22. The clerk to the hearing read out an email submission from Shelina Samnani, in which she explained: "The stance that does not change for us as landlords as reducing [the proposed opening hours] by 1.5hrs will not make the situation of fights and breaking/damaging our properties any better. And it would set precedence for other Alcohol sellers to start applying to trade the same hours in the surrounding area."

23. The Applicant provided a summary of their case, formally confirming their amendment of their application for off-sales to 2am. They also offered to cease sales at 12am on Thursdays. Alcohol sales would be low in volume and the Applicant intended to be respectful of neighbouring residents and businesses. As a further mitigation against pre-loading, Ms Hamani suggested that the price of alcohol would closely match the costs at nearby businesses, including Mr Ogunkoya's.
24. Paul Holmes highlighted that of the neighbouring late night venues, none were solely off-sales. From a policing perspective, he felt that the later opening hours of One Stop Food & Wine would cause more problems regardless of whether it ceased trading at 2am or 4am. These difficulties and additional responsibility would consequently fall to other nearby businesses.
25. The Chairman thanked all attendees for their comments and explained that a written decision letter would be sent to all parties within five working days by email only.
26. The Sub Committee retired at 3.34pm and considered the application and carefully deliberated upon the representations submitted in writing and orally at the Hearing by those making representations and the Applicant.

The meeting closed at 3.34 PM

Chairman

Contact Officer: Polly Dunn
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Committee(s): Licensing Committee	Dated: 13 October 2021
Subject: Revenue Budgets 2022/23	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	n/a
Does this proposal require extra revenue and/or capital spending?	N
If so, how much?	n/a
What is the source of Funding?	n/a
Has this Funding Source been agreed with the Chamberlain's Department?	n/a
Report of: The Chamberlain Executive Director Environment	For Decision
Report author: Jenny Pitcairn, Chamberlain's Department	

Summary

This report presents for approval the revenue budgets for the Licensing Committee for 2022/23.

Overall, the proposed revenue budget for 2022/23 totals (£79,000), an increase of (£5,000) in net expenditure compared to the 2021/22 Original Budget of (£74,000).

The proposed budget for 2022/23 has been prepared within the provisional resource envelope anticipated to be allocated to the Executive Director by Resource Allocation Sub Committee in October 2021, but is dependent on the delivery of savings proposals which are still being developed.

The resource envelope must be adhered to, as failure to do so will impact Finance Committee's ability to set Council Tax rates for the year ahead and the requirement in law for the City to set a balanced budget.

Recommendations

Members are asked to:

- i) review and approve the proposed revenue budget for 2022/23 for submission to Finance Committee;
- ii) authorise the Chamberlain, in consultation with the Executive Director Environment to revise these budgets to allow for any further implications arising from subsequently approved savings proposals, Target Operating Model (TOM) implementation, or changes to the resource envelope; and
- iii) agree that amendments for 2021/22 and 2022/23 budgets arising from changes to recharges during budget setting be delegated to the Chamberlain.

Main Report

Background

1. This report sets out the latest budget for 2021/22 and the proposed revenue and capital budgets for 2022/23 for your Committee and under the control of the Executive Director Environment, analysed between:
 - (i) **Local Risk Budgets** – these are budgets deemed to be largely within the Chief Officer's control.
 - (ii) **Support Services and Capital Charges** – these cover budgets for services provided by one activity to another. The control of these costs is exercised at the point where the expenditure or income first arises as local or central risk.
2. In the various tables, income, increases in income, and reductions in expenditure are shown as positive balances, whereas brackets will be used to denote expenditure, increases in expenditure, or reductions in income.
3. The latest 2021/22 budget and provisional 2022/23 budgets are summarised in Table 1 below.

Table 1 Summary Revenue Budgets 2021/22 and 2022/23	Original Budget 2021/22 £'000	Latest Budget 2021/22 £'000	Original Budget 2022/23 £'000
Local Risk Expenditure	(806)	(806)	(726)
Local Risk Income	755	755	670
Total Local Risk	(51)	(51)	(56)
Support Services and Capital Charges	(23)	(23)	(23)
Total Net Expenditure	(74)	(74)	(79)

4. The 2021/22 latest budget is unchanged from the 2021/22 original budget.

Proposed Revenue Budget for 2022/23

5. The proposed 2022/23 budget is net expenditure of (£79,000), an increase of (£5,000) in net expenditure compared to the 2021/22 original budget.
6. For 2022/23 budgets include:
 - (i) 2% uplift for inflation offset by 2% efficiency savings (a flat cash position)
 - (ii) Pay increases at 1.525% for grades A-C from 1st July.
 - (iii) Increase of 1.25% in employer's National Insurance contributions.

The resulting resource envelope must be adhered to, as failure to do so will impact Finance Committee's ability to set Council Tax rates for the year ahead and the requirement in law for the City to set a balanced budget.

7. The budget has been prepared within the provisional resource envelope anticipated to be allocated to the Executive Director by Resource Allocation Sub Committee in October 2021, with the following exceptions and assumptions:
- The Executive Director is still in the process of identifying savings proposals which, if delivered, will enable her to remain within her City Fund resource envelope. As a result, the savings required have been incorporated into the 2022/23 budget as “Savings to be Applied” and will be revised as necessary throughout the year. These have been ring-fenced by Committee in the first instance, but this does not necessarily reflect the likely distribution of savings across the Department, which is yet to be determined.
 - The Department is not expected to complete implementation of the TOM until early 2022 therefore the budgets set out here do not reflect any changes to structures that may result from that process, including any associated savings as set out above.
 - Support services and capital charges budgets reflect the attribution and cost of central departments. However, the full budgets for these departments have not yet been finalised, so further changes to these budgets may be required.
8. Table 2 below summarises the movements between the 2021/22 and 2022/23 original budgets.

Provisional Revenue Budgets 2022/23	Original Budget (OR) 2021/22 £'000	Original Budget (OR) 2022/23 £'000	Movement OR to OR £'000	Para Ref
LOCAL RISK				
Expenditure				
Employees	(696)	(701)	(5)	9(i)
Premises Related Expenses	(48)	(48)	0	
Supplies and Services	(26)	(46)	(20)	9(ii)
Third Party Payments	(84)	(84)	0	
Savings to be Applied	48	153	105	9(iii)
TOTAL Expenditure	(806)	(726)	80	
Income				
Customer, Client Receipts	755	670	(85)	9(iv)
TOTAL Income	755	670	(85)	
TOTAL LOCAL RISK	(51)	(56)	(5)	
RECHARGES				
Central Recharges	(135)	(135)	0	
Recharges within Fund	(9)	(9)	0	
Recharges across Funds	121	121	0	
TOTAL RECHARGES	(23)	(23)	0	
TOTAL NET EXPENDITURE	(74)	(79)	(5)	

9. The movement between the budgets shown in Table 2 is attributable to:
- (i) Increase of 1.25% in employer's National Insurance contributions.

- (ii) An increase in provision for internal legal fees, in line with anticipated activity particularly in relation to enforcement.
- (iii) Unidentified savings required to remain with the Department's resource envelope.
- (iv) An anticipated reduction in Tables & Chairs Licence fee income as a result of the extension of the free-of-charge Pavement Licence alternative option into 2022/23.

Staffing Statement

10. Table 3 below shows the movement in manpower and related staff costs.

Table 3 Staffing Summary	Original Budget 2021/22		Original Budget 2022/23	
	Manpower Full-time Equivalent	Estimated Cost £'000	Manpower Full-time Equivalent	Estimated Cost £'000
Total Port Health and Environmental Services	10.5	(696)	10.7	(701)

Conclusion

11. This report presents the proposed budgets for 2022/23 for the Licensing Committee for Members to consider and approve.

Appendices

- None

Jenny Pitcairn

Chamberlain's Department

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Committee(s)	Dated:
Licensing Committee	13 October 2021
Subject: Delegated decisions of the Director of Markets and Consumer Protection pertaining to premises licences	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	1, 4
Does this proposal require extra revenue and/or capital spending?	N
If so, how much?	N/A
What is the source of Funding?	N/A
Has this Funding Source been agreed with the Chamberlain's Department?	N/A
Report of: Executive Director Environment	For Information
Report author: Robert Breese, Licensing Officer	

Summary

This report details the premises licences, and variations to premises licences, granted under the Licensing Act 2003 by the Licensing Service from 1 July 2021 to 30 September 2021. 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 July 2021 to 30 September 2021. 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 March 2021 to 31 August 2021.

Recommendation(s)

Members are asked to:

Note the report

Main Report

1. The Licensing Team has faced many challenges over the past 18 months due to the ever-changing environment presented by various Covid-related lockdowns and easements. Notwithstanding, a way of flexible working has been developed that maintains the working relationships and the level of service that our stakeholders have become accustomed to. Output remains high, and all applications across all licensing functions and regimes are processed and considered in a consistent and thorough manner.

2. 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 July 2021 to 30 September 2021. Each of these appendices contain details of any conditions attached to the premises licences.
3. The report also contains information appertaining to the number of personal licences issued. This information is also contained in Appendix 2.
4. 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.
5. 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 July 2021 to 30 September 2021.
6. 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.
7. 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.
8. 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.
9. This report details data produced from the 'traffic light' risk scheme between 1 March 2021 to 31 August 2021. Further details can be seen in Appendix 4.
10. 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

regard to working from home, a number of communications now taking place remotely.

11. 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 Licensing Teams.
12. The other City Corporation Department that is routinely involved in enforcement is the Department of the Built Environment (DoBE), 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.
13. 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.
14. 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

15. 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 01 July 2021 to 30 September 2021.
- Appendix 2 – Applications to vary a licence issued between 01 July 2021 to 30 September 2021.
- Appendix 3 - Enforcement Action carried out between 01 July 2021 to 30 September 2021 (including complaints received).
- Appendix 4 (Non-Public) – Update on the risk scheme as of 31 August 2021.

Background Papers

None

Robert Breese

Licensing Officer

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Appendix 1

New Licence Applications Issued by way of Delegated Authority (01 July 2021 to 30 September 2021)

Name	Address	Ward	Details
Gaia's Garden	Citicafe House, 61-65 Holborn Viaduct, EC1A 2FD	Farringdon Within	(b), (e), (f), (g) 21:00
Pizza Firezza	New Liverpool House, 15 Eldon Street, EC2M 7LD	Coleman Street	A, L, (f) 00:00
Caffe Nero	Mobile Unit 11 Liverpool Street Station, EC2M 7PY	Bishopsgate	L 05:00
Eggrun	46 Fish Street Hill, EC3R 6BR	Bridge and Bridge Without	A, (f) 19:00
The Clays	55 Moorgate, EC2R 6LL	Coleman Street	A, L, (a), (b), (c), (e) (f), (g) 02:00
Lebaneats	67 Chancery Lane, WC2A 1AF	Farringdon Without	A, (f) 23:00
Five Guys	186-190 Bishopsgate, EC2M 4NR	Bishopsgate	A, (b), (f) 23:00
Kojo	Unit 8, 10 Devonshire Square, EC2M 4YN	Bishopsgate	A, L, (f) 00:00
Details	60 Long Lane, EC1A 9EJ	Farringdon Within	A 23:00
Sodexo	85 Queen Victoria Street, EC4V 4DP	Vintry	A 23:00
Westin London City Hotel	60 Upper Thames Street, EC4V 3AD	Queenhithe	A, L, (a), (b), (e), (f) (g) 03:00
Murger Han	9-10 Philpot Lane, EC3M 8AA	Bridge and Bridge Without	A, (f) 22:00
Arthur J Gallagher	The Walbrook Building, Ground & 7th Floor, 25 Walbrook, EC4N 8AW	Walbrook	A, L, (f) 23:59
Millbank LLP	Floors 8 & 9, 100 Liverpool Street, EC2M 2AT	Bishopsgate	A 00:00
Curio by Hilton	Creed Court, 3-5 Ludgate Hill, EC4M 7AA	Farringdon Within	A, L, (b), (e), (f), (g) 00:00
Nest	Unit C, 155 Bishopsgate, EC2M 3YD	Bishopsgate	A, L, (f) 01:00
CodeNode	10 South Place, EC2M 7EB	Coleman Street	A 23:00

Total Licences Issued = 17

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

WARD	No.
Bishopsgate	5
Bridge and Bridge Without	2
Coleman Street	3
Farringdon Within	3
Farringdon Without	1
Queenhithe	1
Vintry	1
Walbrook	1

Conditions Applied to Licences Granted by way of Delegated Authority

Gaia's Garden

1. Any amplified live or recorded music event or act shall be notified to the Licensing authority not less than 14 days in advance. The event or act shall only take place if it has been approved by the licensing authority in writing.
2. The only permissible live or recorded music between the hours of 14:00 and 16:00 Thursday to Saturday is for sound checks only.
3. At all times during the operational hours of the site, including periods of set up, maintenance or housekeeping a phone number shall be available to contact the site. This number shall be notified to the licencing authority and premises neighbouring the site. The contact must be on site and of a seniority to control operations at all times the site is operational. A record of any complaints and the action taken shall be recorded and shall be forwarded to the licencing authority as soon as practicable and prior to the opening of the site the following day.
4. A noise technician shall be present throughout any event where music events are being held. They shall be familiar with the noise control mechanisms including the noise limiter. They should oversee any DJ or band setup to ensure that control mechanisms are not circumvented and that overall noise levels are reasonable* (see note). Check noise levels on and off site and keep a record of noise levels, to ensure that the tonal content, pure tones and bass are well

controlled to ensure levels remain reasonable*(see note) and in line with sound checks undertaken. The noise technician should advise the event manager if noise levels or tone become disturbing and to be able to assist the event manager in controlling and setting noise level outputs.

5. The noise technician and event manager must remain in control of the sound output of any act or performance.

6. 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 records 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.

7. Prominent signage shall be displayed at all exits from the premises requesting that customers leave quietly.

8. 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.

Note * Reasonable – in considering permissible noise, sound pressure levels shall be not greater than 75Laeq 1 minute 2metres from the front of stage and 55Laeq 1 minute at 35 Cock lane, measured in free field conditions. Levels may need to be lower depending on the nature of the sound.

Pizza Firezza

1. The premises shall install and maintain a comprehensive digital colour 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 14 days with date and time stamping.

2. There shall be no sale of alcohol in unsealed containers for consumption off the premises.

Caffe Nero

1. The premises shall install and maintain a comprehensive digital colour 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 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 upon reasonable request.

Eggrun

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 records 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.

The Clays

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 records 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 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.

Lebaneats

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 records 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.

Five Guys

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 records 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. The premises will operate a "Challenge 25" proof of age scheme whereby any person attempting to buy alcohol who appears to be under 25 will be asked for photographic ID to prove their age. Acceptable identification for the purposes of age verification will include a driving

licence, passport or photographic identification bearing the "PASS" logo and date of birth. If the person seeking alcohol is unable to produce acceptable means of identification, no sale or supply of alcohol will be made to that person. Challenge 25 signage shall be displayed within the premises.

Kojo

1. CCTV will be installed covering entrances, maintained in good order, and recordings will be kept for a minimum of 31 days for inspection by the police other responsible authorised authority. The CCTV cameras shall continually record whilst the premises are open to the public. 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.

2. Prominent signage shall be displayed at all exits from the premises requesting that customers leave quietly.

Details

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 28 days.

2. Prominent signage shall be displayed at all exits from the premises requesting that customers leave quietly.

3. There shall be no on-sales of alcohol before 11am.

Sodexo

1. Alcohol shall not be sold by retail otherwise than to: Directors, Partners, Agents, Officers and employees of Quilter PLC (and any successor) and the licensee (and subsidiaries and affiliated companies thereof) and the bona fide guests of any of the same.

Westin London City Hotel

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. There shall be no promoted events on the premises unless agreed with the Police Licensing Officer and upon submission of a satisfactory risk management form. 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 premises licence holder and the event is (independent of the premises licence holder) promoted to the general public.

3. An incident log and a refusals log will be maintained by the premises that shall, as a minimum, detail: incidents of note that occur in the premises; refused sales; disorder; and ejections. The logs shall be kept on the premises and be available for inspection at all times the premises is open, and management shall regularly check to ensure the logs are being used by all relevant staff.

4. Alcohol Sales are permitted 24 hours a day for hotel residents and their bona fide guests.

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 shall only comprise a passport, a photo card driving licence, an EU/EEA national ID card or similar document, or an industry approved proof of age identity card.

Murger Han

No conditions

Arthur J Gallagher

1. The provision of licensable activities shall be restricted to: employees and officers of the organisations in occupation, or their associated companies; and bona fide guests of the said employees, officers and companies; and persons attending any bona fide private event at the premises.

2. CCTV will be installed and maintained at the premises and made available on request to an authorised officer.

Millbank LLP

1. Access to the premises shall be restricted to employees of the Premises Licence Holder, invited guests of the Premises Licence Holder and clients of the Premises Licence Holder. No members of the public (other than those described here) will be given access on a walk-in basis.

2. No licensable activities can take place on the terraces at levels 8 and 9 between the hours of 23:00 and 08:00.

3. Only champagne or other sparkling wine may be sold before 11.00 on any day and then only in conjunction with a 'champagne breakfast' offering.

4. The venue shall maintain a CCTV system. The CCTV system shall continually record whilst the venue is open for licensable activities and / or when customers remain on the premises. All recordings shall be time & date stamped, maintained for a 31 day period and the premises licence holder will facilitate access for the Police or authorised officer of the licensing authority upon request. The CCTV system shall cover all entry points used by the public, enable frontal identification of persons entering in any light condition, and be maintained by a suitably qualified person. The premises licence holder will facilitate access for the Police to obtain downloaded CCTV data (footage and/or images) in an appropriate recorded format (usually to a disc, memory stick or data file sent electronically) when formally requested to do so. The facilitation of access

should be sufficient to enable such data to be obtained by the police within 48 hours of a formal request being made.

Curio by Hilton

1. The premises shall install and maintain a comprehensive 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 records 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 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. Members of the public shall not have access to the premises after midnight save that this prohibition shall not apply to bona fide guests of residents.

Nest

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 records 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 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. All sales of alcohol for consumption off the premises shall be sold in sealed containers, except that to be consumed at the seating outside the premises.

4. Consumption of alcohol outside the premises shall cease at 22:30 hours.

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.

7. There shall be no service of customers on the street side of Bishopsgate (beyond the stairs and balconies)

8. The doors and windows to the bar/restaurant on the Bishopsgate frontages shall be kept closed and self-closing mechanisms must be fitted on the doors

9. The Licence holder shall make available a contact telephone number to nearby residents and the City of London Licensing Team to be used in the event of complaints arising

CodeNode

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 records 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 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. All external doors and windows will be kept shut, other than for access and egress, in all rooms when events involve amplified speech or music.

4. Children (under 18 years old) will only be permitted in the premises at the condition they are accompanied by an adult and should be supervised at all times.

Appendix 2

Licence Variations Issued by way of Delegated Authority (01 July 2021 to 30 September 2021)

Name	Address	Ward	Variation
Proud	4 Minster Court, EC3R 7PP	Billingsgate	<ul style="list-style-type: none">• Expansion of the internal licensed area
Balls Brothers	10-11 Austin Friars, EC2N 2HG	Broad Street	<ul style="list-style-type: none">• To remove conditions restricting off-sales

Total Number of Variations Issued = 2

Number of Licences by Ward

WARD	No.
Billingsgate	1
Broad Street	1

Conditions Added to Licences Granted by way of Delegated Authority

Proud

No additional conditions added.

Balls Brothers

1. The premises will not hold promoted events, a promoted event being defined as follows: 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 employees of the premises licence holder and the event is (independent of the premises licence holder) promoted to the general public.

Personal Licences Issued by way of Delegated Authority

01 July 2021 to 30 September 2021

2

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Enforcement Action Carried out Under the Licensing Act 2003
01 July 2021 – 30 September 2021

Total Number of Inspections	154
Number of Warning Letters	1
Number of Premises advised	76 (all chasing annual fees and advising they are overdue, not issuing notices currently)
Number of simple cautions	0
Number of suspension notices	0
Licence lapsed*	0
'Dead' Suspensions**	0
'Live' Suspensions***	0
Under determination	0

*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 01/07/2021 and 30/09/2021

Total number of complaints: 21

<u>Details</u>	<u>Time</u>	<u>Date</u>	<u>Outcome</u>	<u>Ward</u>
Assenheims 56, Retail Unit 2, Jarvis House, 12 Smithfield Street, London, EC1A 9LA				
called about the restaurant Assenheims bar and grill on 12 Smithfield Street they are a restaurant but they are like a night club with loud music at 2am -5am Friday and Saturday	11:19	26/07/2021	Resolved informally	Farringdon Without
Barcelona Tapas Bar & Restaurant, Beaufort House, 15 St Botolph Street, London, EC3A 7DT				
Resident of Tower Hamlets referred to us from Tower Hamlets, complaining about noise at the Barcelona Tapas Bar. Please find attached complaint in Actions	09:04	13/08/2021	Resolved informally	Portsoken
Bryan Cave Leighton Paisner LLP, Governors House, 5 Laurence Pountney Hill, London, EC4R 0HH				
Advice requested re noise level for outdoor events	11:59	08/07/2021	Resolved informally	Dowgate
Coq D'Argent, 1 Poultry, London, EC2R 8EJ				
Called to complain that loud music can be heard in the court rooms. The noise is either coming from Coq D' Argent 1 Poultry or the Ned 27 Poultry. Customer advised the court rooms are being hugely affected by this noise.	13:35	01/09/2021	No action possible	Cordwainer
Dorsett City Hotel, 9 Aldgate High Street, London, EC3N 1AH				
Loud Music From Roof Bar	21:49	05/09/2021	Case still in progress	Portsoken
DoubleTree by Hilton, 7 Pepys Street, London, EC3N 4AF				
Loud Music From Rooftop Garden	21:25	31/07/2021	Resolved informally	Tower
Eight Club (1 Change Alley), Basement Members Club, 24 Cornhill, London, EC3V 9AZ				
Complaint in actions	14:02	01/09/2021	No action possible	Walbrook
Leonardo, 8-14 Cooper's Row, London, EC3N 2BQ				
Noise pollution in Pepys Street I reside at 1 Pepys Street. I've owned my flat since 2006. Following government guidance I have increasingly worked from home.	14:32	15/09/2021	Case still in progress	Invalid Code [MVM]
Montcalm Hotel (London) Ltd, Hotel, The Whitbread Brewery, 52 Chiswell Street, London, EC1Y 4SA				

<u>Details</u>	<u>Time</u>	<u>Date</u>	<u>Outcome</u>	<u>Ward</u>
Building noise. Plant machinery	12:21	28/09/2021	Case still in progress	Coleman Street
Murger Han, 9 Philpot Lane, London, EC3M 8AA				
Chinese restaurant has opened at 10 Philpot Lane called Murger Han - it has positioned air conditioning and air handling units in a lightwell at the back of no.4 which are significantly above the ambient noise levels	14:59	06/09/2021	Case still in progress	Bridge And Bridge Without
Pilpel, 21 Lime Street, London, EC3M 7HB				
Loud Music And People From Pilpel 21 Vine Street	00:26	24/07/2021	Resolved informally	Langbourn
Sfoglia Bologna, 3 Middlesex Street, London, E1 7AA				
Tower Hamlets Resident complaining about noise coming from licensed premises at 3 Middlesex Street. The complainant could not give a specific premises, but stated that it was from 3 Middlesex Street. Please see Actions for Full Report	08:05	20/08/2021	No action possible	Portsoken
This restaurant often put a speaker at their door when they start their service.	10:59	26/07/2021	Resolved informally	Portsoken
The Brewery on Chiswell Street Ltd, Offices, The Whitbread Brewery, 52 Chiswell Street, London, EC1Y 4SA				
Report received via the contact the City forms of Loud Music, thumping bass coming from the Brewery on Chiswell Street until 11pm on Friday 27th August 2021	16:24	28/08/2021	No action possible	Coleman Street
The Refinery, 12 Great New Street, London, EC4A 3BN				
Called to talk to Gary Seal regarding noise at the bar on New Street Square - she has called many times about this same problem and Gary knows about this noise	10:23	23/07/2021	Resolved informally	Castle Baynard
Noise from patrons outside in the eveing	16:00	23/07/2021	Resolved informally	Castle Baynard
Loud People From The Refinery 12 New Street Square 21:05	21:05	22/07/2021	Resolved informally	Castle Baynard
LOUD MUSIC COMING FROM REFINERY BAR - NEW STREET SQUARE	21:47	09/09/2021	Case still in progress	Castle Baynard
Loud People And Music From The Refinery 12 New Street Squaure	22:59	05/08/2021	Resolved informally	Castle Baynard

<u>Details</u>	<u>Time</u>	<u>Date</u>	<u>Outcome</u>	<u>Ward</u>
Loud Singing Coming From The Refinery New Street Square	23:02	12/08/2021	Resolved informally	Castle Baynard

The Rising Sun, Rising Sun Public House, 61 Carter Lane, London, EC4V 5DY

loud noise and music from the rising sun public house	23:35	31/07/2021	Resolved informally	Farringdon Within
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