



Licensing Committee

Date: TUESDAY, 13 MAY 2025

Time: 1.45 pm

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

Members:	Joanna Tufuo Abeyie	David Sales
	Brendan Barns	James Tumbridge
	Deputy Peter Dunphy	Deputy Ceri Wilkins
	Anthony David Fitzpatrick	Vacancy
	Deputy John Fletcher	Vacancy
	Deputy Marianne Fredericks	Vacancy
	Jason Pritchard	Vacancy

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

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

Ian Thomas CBE
Town Clerk and Chief Executive

AGENDA

1. **APOLOGIES**

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

3. **ORDER OF THE COURT OF COMMON COUNCIL**

To receive the Order of the Court of Common Council dated 25th April 2025, appointing the Committee and setting its Terms of Reference.

For Information

4. **ELECTION OF CHAIRMAN**

To elect a Chairman in accordance with Standing Order No. 28.

For Decision

5. **ELECTION OF DEPUTY CHAIRMAN**

To elect a Deputy Chairman in accordance with Standing Order No. 29.

For Decision

6. **PUBLIC MINUTES**

To agree the public minutes of the meeting held on 6 February 2025.

For Decision
(Pages 5 - 12)

7. **APPOINTMENT OF SUB-COMMITTEE CHAIRMEN AND REFERENCE SUB-COMMITTEE**

To appoint four Members, in addition to the Chairman, Deputy Chairman and Past Grand Committee Chairmen, to chair Licensing (Hearing) Sub Committee meetings for the ensuing year.

For Decision

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

The Comptroller and City Solicitor to be heard.

For Information

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

Report of the Executive Director, Environment Department.

For Information
(Pages 13 - 28)

10. **UPDATE ON ONGOING WORK STREAMS**

The Assistant Director of Public Protection to be heard.

For Information

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.

14. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the meeting held on 6 February 2025.

For Decision
(Pages 29 - 32)

15. **CITY OF LONDON POLICE QUARTERLY UPDATE QUARTER 1**

Report of the Commissioner of Police.

For Information
(Pages 33 - 48)

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

To be read in conjunction with item 9.

For Information

17. **NON PUBLIC QUESTIONS RELATING TO THE WORK OF THE COMMITTEE**
18. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

KING, Mayor	RESOLVED: That the Court of Common Council holden in the Guildhall of the City of London on Friday 25 th April 2025, doth hereby appoint the following Committee until the first meeting of the Court in April, 2026.
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LICENSING COMMITTEE

1. **Constitution**
A Non-Ward Committee consisting of 15 Members elected by the Court of Common Council, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment.
2. **Quorum**
The quorum consists of any five Members.
3. **Membership 2025/26**
 - 4 (4) Brendan Barns
 - 4 (3) David James Sales, *for three years*
 - 7 (3) John William Fletcher, Deputy
 - 15 (3) James Richard Tumbridge
 - 2 (2) Dr Joanna Tufuo Abeyie MBE
 - 4 (2) Anthony David Fitzpatrick
 - 17 (2) Marianne Bernadette Fredericks, Deputy
 - 15 (1) Peter Gerard Dunphy, Deputy
 - 5 (1) Jason Paul Pritchard
 - 1 (1) Sushil Saluja
 - 4 (1) Ceri Edith Wilkins, Deputy
 - Vacancy*
 - Vacancy*
 - Vacancy*
 - Vacancy*
4. **Terms of Reference**
To be responsible for:-
 - (a) the City of London Corporation's licensing functions under the following legislation:-
 - (i) Licensing Act 2003:-
 - (ii) Gambling Act 2005:-
 - (iii) Local Government (Miscellaneous Provisions) Act 1982, as amended by the Policing and Crime Act 2009:-
 - (a) the licensing of sexual entertainment venues
 - (b) action to prohibit the consumption of alcohol in designated public places as detailed in sections 12-16 of the Criminal Justice and Police Act 2001 and the Local Authorities (Alcohol Consumption in Designated Public Places) Regulations 2001
 - (c) the implementation of those sections of any Acts of Parliament and/or European Legislation which direct that the local authority take action in respect of those duties listed at (a) above, including the functions contained in Sections 2(1) and 2(2) of the Hypnotism Act 1952
 - (d) determining which of its functions and responsibilities may be delegated to enable the Director of Markets and Consumer Protection to act on its behalf.
 - (b) The appointment of the Executive Director Environment (acting jointly with the Planning & Transportation Committee, Port Health and Environmental Services Committee, and the Natural Environment Board);
 - (c) Making recommendations to the Court of Common Council regarding:-
 - (i) the City Corporation's Statement of Licensing Policy; and
 - (ii) The Statement of Licensing Principles in respect of the Gambling Act 2005.
 - (d) charity collections, under the Police, Factories and Miscellaneous Provisions Act 1916 (or any subsequent re-enactment).

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LICENSING COMMITTEE

Thursday, 6 February 2025

Minutes of the meeting of the Licensing Committee held at Committee Room - 2nd Floor West Wing, Guildhall on Thursday, 6 February 2025 at 1.45 pm

Present

Members:

James Tumbridge (Chairman)
Deputy John Fletcher (Deputy Chairman)
Joanna Tufuo Abeyie
Brendan Barns
Deputy Peter Dunphy
Mary Durcan
Deputy Marianne Fredericks
Michael Hudson
Jason Pritchard
David Sales

Officers:

Gavin Stedman	-	Environment Department
Rachel Pye	-	Environment Department
Aggie Minas	-	Environment Department
James Edwards	-	Remembrancer's Department
Simon Owen	-	Chamberlain's Department
Joanne Hill	-	Environment Department
Charles Smart	-	Town Clerk's Department
Ross Morton	-	City of London Police
Raquel Pinto	-	Town Clerk's Department
Paul Holmes	-	City of London Police
Emma Anckorn	-	City of London Police
Sadhari Perera	-	Comptroller and City Solicitor's Department

1. APOLOGIES

Apologies were received from Graham Packham.

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

There were no declarations.

3. PUBLIC MINUTES

RESOLVED – That the public minutes of the meeting held on 31 October 2024 were approved as a correct record subject to the correction of typographical errors.

4. MINUTES OF LICENSING (HEARING) SUB-COMMITTEES

The Committee received the minutes from the Licensing (Hearing) Sub-

Committee in respect of two premises: Forge (Shadow Licence), 24 Cornhill, London, EC3V 3ND on the 11 November 2024, and Proud City, 4 Minster Pavement, London, EC3R 7PP, on the 10 December 2024.

A Member raised a concern about the hearing of Forge, noting that the person making the representation did not attend, leading to the misuse of Officer and Member time. The Member also queried whether there was dialogue with the individual making the representation to settle the issue without the need for the hearing. The Committee noted that there had been discussions with the individual, who had said they would not attend, however, they did not want to withdraw the representation and therefore a hearing was required.

A Member noted a few typographical errors on item 4b, which would be forwarded to the Town Clerk for amendment.

5. APPEALS AGAINST LICENSING (HEARING) SUB COMMITTEE DECISIONS

The Comptroller & City Solicitor provided an update in relation to one appeal logged in relation to the Sub-Committee decision regarding the hearing on the premise license for Tokyo Hit, Ground Floor & Basement, 165 Fleet Street, EC4A 2AE, held on the 10th of April 2024. The appeal hearing was taking place at Westminster Magistrates Court on February 24th, 2025. The hearing was to agree on the directions that the appellant would have to put forward, such as the nature of their claim or appeal, the court would then grant directions or order a case management conference.

Members also noted that the appeal relating to the decision undertaken by the Planning Committee had no bearing on this, and that the Applicant could seek an appeal, but this would have to be done separately to this hearing.

6. ENVIRONMENT DEPARTMENT HIGH-LEVEL BUSINESS PLAN

The Committee considered the high-level Business Plan for the Environment Department for 2025-30.

A Member raised a question about listed tasks, such as reviewing fees annually, which seemed routine and not innovative as described. The Member asked whether there were any specific goals or aspirations that the committee should aim for to make a significant impact in their role in Licensing. The Committee noted that incorporating new government regulations and legislation was crucial. Three significant pieces of regulation were expected next year, and the team needed to be trained to handle these changes. Some of these changes included tobacco and vape licensing, which would require significant resources and adaptation from the team. Nevertheless, the Licensing Team were open to suggestions for further-reaching initiatives that could be implemented alongside these changes.

Members noted that supporting Destination City through effective licensing services was a key objective. However, concerns were about the term "24-hour city" as it may not align with residents' expectations, as it implied continuous activity, which may not be desirable in all locations across the City. The Committee discussed other terms like "seven-day city" instead. Members

expressed a lack of clarity regarding the current Destination City Programme and wished for a clearer definition of the Programme and an outline of its work including consultation with members. Members also emphasised the need for broader consultation to ensure that these policies were well-understood and supported. Officers explained that the term "24-hour city" in relation to Destination City has been evolving, especially after the review conducted by Paul Martin. Officers suggested to refine the wording to better reflect the current state of this, to a "7-day city" rather than a "24-hour city." Members also noted the emphasis placed on the "balanced approach" in delivering licensing services effectively whilst ensuring that the needs of residents were taken into account.

The Chairman suggested that a message be sent to the Policy Chairman to address Members concerns on this issue of the 24-hour city in relation to Destination City. Particularly looking at how this policy was determined, for clarity on what the definition of the policy is, as well as the overall work programme to ensure the Committee can better understand and support this initiative. A Member asked that this was rigorously investigated before contacting the Policy Chairman. The Committee unanimously agreed.

A Member also noted that two items in appendix B which were intended for the committee were marked to be completed by the end of quarter 25/26. However, these tasks were annual and should also be completed by the end of quarter 24/25, in addition to 25/26, therefore this would need amending.

Members were supportive of approving the high-level business plan, subject to removing the wording on 24-hour city as per the concerns raised above, and the changes at appendix b to reflect the annual cycle in reporting.

RESOLVED – That Members: -

- Noted the factors taken into consideration in compiling the Environment Department's high-level Business Plan 2025-30; and
- Approved, subject to amendment of the wording relating to the reference to the 24-hour city and the amendment in the priority workstream timeline to reflect annual tasks, (and with reference to the list of Licensing Service priorities for 2025/26), the elements of the departmental high-level Business Plan 2025-30 which fall within the remit of the Licensing Committee.

7. REVENUE BUDGET 2025/26

The Committee considered the revenue budget for the Licensing Committee for 2025/26. The proposed revenue budget for 2025/26 totals £350k, showing a decrease in net expenditure of £5k compared to the 2024/25 Budget of £355k.

A Member expressed confusion in understanding recharges and requested clarity be provided. Officers provided explanations for recharges as follows:

- Central Recharges consisted of costs from the corporate departments such as City Solicitors, Chamberlain's, IT, Town Clerk, City Surveyors, Guildhall Admin and HR. These corporate department costs are recharged to all the

various service departments and institutions so that all operating costs are correctly allocated against the service provision they support.

- Recharges within Fund are accounting transactions within the same Fund (either City Fund, City's Estate or City Bridge Foundation) where a department/service (excluding Central Recharges of Corporate Departments) recharges its costs or receives income from another department/service located within the same Fund, which for the Licensing Department relates to City Fund. This cost for the Licensing Department estimate report mainly consisted of recharges from the Environment Department for the central Directorate Team, which covers the Executive Director Environment and her Business Services Team.
- Recharges across Fund (either City Fund, City's Estate or City Bridge Foundation) are accounting transactions charged from one Fund to another Fund (excluding Central Recharges of Corporate Departments), where a department/service recharges its costs or receives income from another department/service located within a different Fund. For the Licensing Department estimate report these relate to income received from City Bridge Foundation for the staffing costs incurred to provide enforcement support for illegal street trading on the City Bridges.

Members appreciated the explanation but felt this still needed more detail for those unfamiliar with recharges. A suggestion was made to include a clearer explanation in the committee papers for better understanding by all Members and the public.

RESOLVED – That Members:-

- Reviewed and approved the proposed revenue budget for 2025/26 for submission to Finance Committee.
- Agreed that amendments for 2024/25 and 2025/26 budgets arising from changes to recharges, or any further implications arising from subsequently approved savings be delegated to the Chamberlain in consultation with the Executive Director Environment.

8. GAMBLING ACT 2005 - ANNUAL REVIEW AND SETTING OF FEES FOR 2025-26

The Committee considered a report of the Executive Director of Environment detailing current case law pertaining to process of setting annual fees for premises requiring a licence as set out by the Licensing Act 2005.

The Chairman explained that changes were coming due to updated government guidance expected in 2025 and following the recent court approval, therefore requiring more work in the year ahead. As the charges were dictated by law, there is no flexibility to increase or decrease them arbitrarily. Therefore, the report was proposing to delegate the updating of tables and related tasks to officers. However, the importance of maintaining oversight and ensuring that charges were appropriate and not excessive was emphasised. Therefore, it was suggested that the report be approved with a condition that informational reports were still provided to the committee. The Committee unanimously agreed with this approach.

RESOLVED – That Members:-

- Agreed the proposed fees structure for 2025/26.
- Delegated authority to the Executive Director Environment to approve future annual fees on a full cost recovery basis, including adjustments for prior years' under/over recovery where relevant, and subject to any statutory limits that may apply.
- Agreed that once the fees are approved, that a report is submitted to the Licensing Committee for information to notify Members on the final fees.

9. SEX ESTABLISHMENTS - ANNUAL REVIEW AND SETTING OF FEES FOR 2025-26

The Committee considered a report of the Executive Director of Environment detailing current case law pertaining to process of setting annual fees for premises requiring a licence under the Local Government (Miscellaneous Provisions) Act 1982 as a sex establishment.

The Chairman explained that this report followed the same rationale as the previous report, with the same proposal seeking delegation. The Chairman suggested that this too be brought back as an information item, and that approach was agreed.

In response to a question from a Member, it was noted that there have been no applications received for sex establishments, but the fees must still be determined. A member enquired as to the frequency of the review of the sex establishment policy, officer will clarify this point and feedback to the committee.

RESOLVED – That Members:-

- Agreed the proposed fees structure for 2025/26.
- Delegated authority to the Executive Director Environment to approve future annual fees on a full cost recovery basis, including adjustments for prior years' under/over recovery where relevant, and subject to any statutory limits that may apply.
- Agreed that once the fees are approved, that a report is submitted to the Licensing Committee for information to notify Members on the final fees.

10. LATE NIGHT LEVY - 12 MONTH REPORT (1 OCT 2023 - 30 SEP 2024)

The Committee received a report of the Executive Director Environment with regards to the tenth year of operation of the Late-Night Levy, setting out the number of premises paying the levy, income collected and how that money has been spent to date.

The Chairman wanted to highlight the section of the report which discussed discounts and engagement with licensed premises, as this had been an issue which had been discussed in previous meetings.

During the discussion of this item, Members noted that the amounts that can be levied were prescribed nationally and cannot be changed. Over the past 10 years, the costs of doing things have not decreased, while the amount of money collected has remained the same. Initially, there were challenges in

effectively spending the collected money due to the need to allocate funds to the police. However, the Local Government Association (LGA) has lobbied the Government to look at wider licensing issues, including fees and fee setting, which have not changed since 2005.

The Committee also heard that the levy had successfully collected £4.5 million over 10 years without negatively impacting venues. The minimal cost of the levy compared to the income generated by venues staying open late has balanced the relationship between venues and the need to address night-time economy issues.

Members raised the need for more public toilets open after midnight to address urination issues. The Chairman of the Port Health & Environmental Services Committee explained that a report on the provision of toilets in the City was expected to be presented at its next meeting (this being an issue which was considerably debated at every Port Health & Environmental Services Committee). Members noted that the reopening of public conveniences would require reallocating funds from other areas. The Committee would therefore look at options and decide on priorities for expenses.

Members raised concerns over the lack of provision of public toilets after 11:00PM, an issue they felt was not well addressed. A question about public toilets would be posed to the Chairman of Policy alongside the earlier ask in relation to Destination City queries, and Members suggested the possibility of using CIL money for public conveniences to be explored.

RESOLVED – That the report be noted.

11. REVIEW OF DRINK SPIKING IN THE CITY OF LONDON

The Committee received a joint report of the Town Clerk and the Commissioner of Police which reviewed the issue of drink spiking in the City following a commitment made in the City's 2024 Serious Violence Duty strategy.

RESOLVED – That the report be noted.

12. TERRORISM (PROTECTION OF PREMISES) BILL - 'MARTYN'S LAW'

The Committee received a report of the City Remembrancer outlining the provisions of the Terrorism (Protection of Premises) Bill, also known as "Martyn's Law" and any implications for the City of London Corporation, City of London Police and Police Authority Board.

Members noted that Martyn's Law set out new legal obligations on venues with capacities of 200 to 799 and 800 plus, focusing on security provisions. The Security Industry Authority (SIA) was responsible under the Bill for assessing the suitability of security plans, not the licensing function. The Chairman highlighted the need for interplay between licensing and security plans to ensure licenses can be granted to venues which meet all criteria without security issues.

Parliament continues to scrutinise Martyn's Law, including how it will work in practice, and officers will report once the legislation has been passed.

A Member queried whether the SIA should be a consultee on premises with more than 200 people on a voluntary basis if they are not statutory consultees to the licensing process. Officers explained that the SIA's role in the licensing process was still being determined as the Bill is currently going through the House of Lords. There would be a 24-month implementation window after the Bill becomes law to address these issues. Officers would continue to monitor this.

A Member raised a suggestion regarding venue capacity. Given that the Fire Brigade held the list of venue capacities, the Member suggested that the Licensing Team start collating a list of venues to ensure they are aware of their responsibilities and to ensure overall safety. Officers explained that conversations have taken place with the Police where they are looking at lists and note that less than 10 venues would be considered in the upper tier, as the majority would fall in the standard tier. Officers explained it was too early to have definitive figures, but conversations with both the Police and SIA would continue to take place.

Members noted that Safety Thirst Accreditation included counter-terrorism measures, which was a good practice accreditation scheme that the City operates. However, under Martyn's Law, counter-terrorism preparedness would now become a duty.

RESOLVED – That the report be noted

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

The Committee received a report of the Executive Director Environment, relating to premises licences, and variations to premises licences, granted under the Licensing Act 2003 and administered by the Licensing Service from September 2024 to 30 November 2024.

RESOLVED – That the report be noted

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

There were no questions.

15. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There were no urgent items.

16. EXCLUSION OF THE PUBLIC

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

17. NON-PUBLIC MINUTES

RESOLVED – That the non-public minutes of the meeting held on 31 October 2024, be approved as correct record.

18. CITY OF LONDON POLICE QUARTERLY UPDATE QUARTER 4

The Committee received a report of the Commissioner of Police containing data from Quarter 4 2024, relating to the nighttime economy, offences recorded by police, and police operations.

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

The Committee received a non-public appendix relating to item 13 on the Delegated decisions of the Executive Director Environment pertaining to premises licences.

20. NON PUBLIC QUESTIONS RELATING TO THE WORK OF THE COMMITTEE

There were no questions.

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

There was no urgent business.

The Chairman closed the meeting by expressing his heartfelt gratitude for the opportunity to serve as the Chair of the Licensing Committee. The Chairman shared that this had been a rewarding experience, one which he was proud of the positive changes that have been implemented, such as improving communication with licensed premises and enhancing the mapping information tool. The Chairman deeply appreciated the support and assistance from all Members and Officers, as well as their contributions over the past three years.

The Committee in return expressed their thanks to the Chairman for his chairing and the business that had been conducted in the last three years of his chairmanship.

The meeting ended at 14:41

Chairman

Contact Officer: Raquel Pinto
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City of London Corporation Committee Report

Committee(s): Licensing – For Information	Dated: 13/05/2025
Subject: Delegated decisions of the Executive Director Environment pertaining to premises licences	Public report: For Information
This proposal: <ul style="list-style-type: none"> • delivers Corporate Plan 2024-29 outcomes • provides statutory duties • provides business enabling functions 	Dynamic Economic Growth, Providing Excellent Services, Vibrant Thriving Destination
Does this proposal require extra revenue and/or capital spending?	No
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:	Katie Stewart, Executive Director, Environment Department
Report author:	Robert Breese, Licensing Officer

Summary

This report details the premises licences, and variations to premises licences, granted under the Licensing Act 2003 and administered by the Licensing Service from 1 December 2024 to 28 February 2025. 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 December 2024 to 28 February 2025. In addition, the report presents data from the 'traffic light' risk scheme introduced within the City of London on 1 April 2013. The data gives a view of the scheme between 1 September 2024 to 28 February 2025.

Recommendation(s)

Members are asked to:

Note the report

Main Report

1. Pursuant to the instructions from your Committee, I attach for your information lists detailing 'premises licence' applications (Appendix 1) and variations (Appendix 2) granted by the Licensing Service between 1 December 2024 to 28 February 2025. Each of these appendices contain details of any conditions attached to the premises licences.
2. The report also contains information appertaining to the number of personal licences issued. This information is also contained in Appendix 2.
3. Any questions of detail concerning premises licences can be obtained from the Corporation's public register which can be found at:
<https://www.cityoflondon.gov.uk/services/licensing/beer-and-entertainment/search-the-public-register> or by email to licensing@cityoflondon.gov.uk
4. This report also outlines the enforcement activity of the Licensing Service in relation to premises with a licence granted under the Licensing Act 2003 (Appendix 3). The table in Appendix 3 shows the number of visits undertaken, the number of enforcement actions taken, and the number of noise complaints received. Enforcement actions include warning letters, simple cautions, legal proceedings etc. Appendix 3 provides data from 1 December 2024 to 28 February 2025.
5. Appendix 3 also includes data from 1 December 2024 to 28 February 2025 detailing the response to intelligence and complaints relating to unauthorised street collections. This data shows the number of visits undertaken, the number of enforcement actions taken (which includes warning letters, verbal advice given, and prosecutions commenced), and the total number of prosecutions currently in progress.
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 Policy Statement on Enforcement (<https://www.cityoflondon.gov.uk/assets/Business/policy-state-of-enforcement-25.pdf>) is followed prior to escalating action and taking legal proceedings.
7. The Statement on Enforcement 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 September 2024 to 28 February 2025. 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 regards to remote working, and we have furthered our relationships with various stakeholders through Operation Reframe – a regular monthly collaborative partnership with numerous responsible authorities aimed at building trust and confidence in our work and creating safe spaces.
11. There are also other City Corporation Departments routinely involved in enforcement, including the City of London Planning team. Where it appears that a material change of use has occurred at a licensed premises, or there is a failure to comply with any condition attached to a planning permission or a breach of planning controls, officers from the Planning Department may take appropriate enforcement action.
12. The Memorandum of Understanding (MoU) between the City of London Police and the Environment Department agreed in November 2011 (when it was the Markets and Consumer Protection Department) outlines specific arrangements for cooperation between the teams.
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

Corporate & Strategic Implications:

Strategic implications – None

Financial implications - None

Resource implications - None

Legal implications - None

Risk implications - None

Equalities implications – None

Climate implications - None

Security implications – None

Appendices

- Appendix 1 – New Licence Applications issued between 1 December 2024 to 28 February 2025.
- Appendix 2 – Applications to vary a licence issued between 1 December 2024 to 28 February 2025.
- Appendix 3 - Enforcement Action carried out between 1 December 2024 to 28 February 2025 (including noise complaints received).
- Appendix 4 (Non-Public) – Update on the risk scheme as of 28 February 2025.

Background Papers

None

Robert Breese

Licensing Officer

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Appendix 1

New Licence Applications Issued by way of Delegated Authority (1 December 2024 to 28 February 2025)

Name	Address	Ward	Details
Peel Hunt	100 Liverpool Street, EC2M 2AT	Bishopsgate	A 22:00
Club Lounge	11 th Floor, 40 Leadenhall St, EC3A 2BJ	Aldgate	A 00:00
Crane Court Gallery	3 Crane Court, EC4A 2EJ	Castle Baynard	A 23:00
Mulled Wine Stands (time limited 3 weeks)	23 - 25 Leadenhall Market, EC3V 1LR	Langbourn	A 23:00
Quill Wine House	70 Mark Lane, EC3R 7NQ	Tower	A 23:00
All Good Convenience	59 Ludgate Hill, EC4M 7JW	Farringdon Within	A, L 01:00
Amazon Fresh	18 King William Street, EC4N 7BP	Candlewick	A 23:00
148 Queen Victoria St	148 Queen Victoria Street, EC4V 4BY	Castle Baynard	A 00:00
The Auditorium	40 Leadenhall Street, EC3A 2BJ	Aldgate	A, (b) 23:00
Vape & Tobacco Hub	41 Queen Victoria Street, EC4N 4SF	Cordwainer	A 23:00
Goodwin Procter LLP	10 - 15 Newgate Street, EC1A 7AZ	Bread Street	A 23:00
Big Mamma	1 - 6 Lombard Street, EC3V 9AA	Walbrook	A, L, (f) 02:00
Sainsbury's	18 - 19 Eldon Street, EC2M 7LA	Coleman St	A 23:00

Total Licences Issued = 13

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

Aldgate 2, Bishopsgate 1, Bread Street 1, Candlewick 1, Castle Baynard 2, Coleman St 1, Cordwainer 1, Farringdon Within 1, Langbourn 1, Tower 1, Walbrook 1

Conditions Applied to Licences Granted by way of Delegated Authority

Peel Hunt

NONE

Club Lounge

1. The premises shall install and maintain a comprehensive digital colour CCTV system. All public areas of the licensed premises, including all public entry and exit points will be covered enabling facial identification of every person entering in any light condition. The CCTV cameras shall continually record whilst the premises are open to the public and recordings shall be kept available for a minimum of 31 days with date and time stamping. A staff member who is conversant with the operation of the CCTV system shall be present on the premises at all times when they are open to the public. This staff member shall be able to show the police or the Licensing Authority recordings of the preceding two days immediately when requested.
2. Promoted events will not be held at the premises. A promoted event is an event 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. The premises shall not be open to the general public and may only be used by persons working in the building or their bona fide guests.
4. No external speakers will be used on any terrace or outside the building.
5. The external terrace areas shall be vacated by 22:30.
6. 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.

Crane Court Gallery

1. The premises shall install and maintain a comprehensive digital colour CCTV system. All public areas of the licensed premises, including all public entry and exit points, will be covered enabling facial identification of every person entering in any light condition. The CCTV cameras shall continually record whilst the premises are open to the public and recordings shall be kept available for a minimum of 31 days with date and time stamping. A staff member who is conversant with the operation of the CCTV system shall always be present on the premises when they are open to the public. This staff member shall be able to show the police or Licensing Authority recordings of the preceding two days immediately when requested.
2. Promoted events will not be held at the premises. A promoted event is an event where the musical entertainment is provided at any time by a disc jockey or disc jockeys one or some of whom are not employees of the licence holder, and the event is promoted to the general public independent of the licensee.
3. There shall be no sales of alcohol in unsealed containers for consumption off the premises.
4. The roof terrace shall not be used for licensable activity beyond 2000 hours.
5. All external doors, lobby doors, and windows shall be kept closed after 2000 hours save for entry or exit, or in the event of an emergency.

6. Prominent signage shall be displayed at all exits from the premises requesting that customers leave quietly.
7. A noise management plan shall be in place to identify how noise arising from all sources of noise including regulated entertainment, plant, pa systems and patrons shall be effectively controlled so as to minimise the risk of public nuisance and how any complaints of noise will be dealt with. A copy of the plan shall be retained on the premises and made available for inspection by a police officer and/or authorised officer of the licensing authority on request.
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. A copy of the policy shall be retained on the premises and made available for inspection by a police officer and/or authorised officer of the licensing authority on request.
9. A Challenge 25 Scheme shall operate to ensure that any person attempting to purchase alcohol who appears to be under the age of 25 shall provide documented proof that he/she is over 18 years of age. Proof of age ID must bear a photograph, date of birth and a holographic mark or an ultraviolet feature.

Mulled Wine Stands

1. All drinks must be served in polycarbonate, plastic, paper or toughened glass containers.
2. A Challenge 25 Scheme shall operate to ensure that any person attempting to purchase alcohol who appears to be under the age of 25 shall provide documented proof that he/she is over 18 years of age. Proof of age ID must bear a photograph, date of birth and a holographic mark or an ultraviolet feature.

Quill Wine House

1. The premises shall install and maintain a comprehensive digital colour CCTV system. All public areas of the licensed premises, including all public entry and exit points will be covered enabling facial identification of every person entering in any light condition. The CCTV cameras shall continually record whilst the premises are open to the public and recordings shall be kept available for a minimum of 31 days with date and time stamping. A staff member who is conversant with the operation of the CCTV system shall be present on the premises at all times when they are open to the public. This staff member shall be able to show the police or the Licensing Authority recordings of the preceding two days immediately when requested.
2. A noise management plan shall be in place to identify how noise arising from all sources of noise including regulated entertainment, plant, pa systems and patrons shall be effectively controlled so as to minimise the risk of public nuisance and how any complaints of noise will be dealt with. A copy of the plan shall be retained on the premises and made available for inspection by a police officer and/or authorised officer of the licensing authority on request.
3. Prominent signage shall be displayed at all exits from the premises requesting that customers leave quietly.
4. A Challenge 25 Scheme shall operate to ensure that any person attempting to purchase alcohol who appears to be under the age of 25 shall provide documented proof that he/she is over 18 years of age. Proof of age ID must bear a photograph, date of birth and a holographic mark or an ultraviolet feature.

All Good Convenience

1. The premises shall install and maintain a comprehensive digital colour CCTV system. All public areas of the licensed premises, including all public entry and exit points, will be covered enabling facial identification of every person entering in any light condition. The CCTV cameras shall continually record whilst the premises are open to the public and recordings shall be kept available for a minimum of 31 days with date and time stamping. A staff member who is conversant with the operation of the CCTV system shall always be present on the premises when they are open to the public. This staff member shall be able to show the police or Licensing Authority recordings of the preceding two days immediately when requested.
2. No super-strength beer, lagers, ciders or spirit mixtures of 5.5% ABV (alcohol by volume) or above shall be sold at the premises, except for premium beers and ciders supplied in glass bottles.
3. No single cans of beer or cider or spirit mixtures shall be sold at the premises.
4. Spirits will be displayed behind the counter only.
5. Prominent signage shall be displayed at all exits from the premises requesting that customers leave quietly.
6. A log shall be kept at the premises and record all refused sales of alcohol for reasons that the person(s) is, or appears to be, under 18 years of age. The log shall record the date, the time of the refusal and the name of the member of staff who refused the sale. The log will be made available on request by the Police or an authorised officer of the City of London Corporation.
7. A Challenge 25 Scheme shall operate to ensure that any person attempting to purchase alcohol who appears to be under the age of 25 shall provide documented proof that he/she is over 18 years of age. Proof of age ID must bear a photograph, date of birth and a holographic mark or an ultraviolet feature.

Amazon Fresh

1. The premises shall install and maintain a comprehensive digital colour CCTV system. All public areas of the licensed premises, including all public entry and exit points will be covered enabling facial identification of every person entering in any light condition. The CCTV cameras shall continually record whilst the premises are open to the public and recordings shall be kept available for a minimum of 31 days with date and time stamping. A staff member who is conversant with the operation of the CCTV system shall be present on the premises at all times when they are open to the public. This staff member shall be able to show the police or the Licensing Authority recordings of the preceding two days immediately when requested subject to Data Protection legislation.
2. A Challenge 25 Scheme shall operate to ensure that any person attempting to purchase alcohol who appears to be under the age of 25 shall provide documented proof that he/she is over 18 years of age. Proof of age ID must bear a photograph, date of birth and a holographic mark or an ultraviolet feature.
3. A refusals book (electronic or hard copy) shall be kept at the premises to record details of all refusals to sell alcohol. This book shall contain the date and time of the incident, the name of the staff member who refused the sale and reasons the sale was refused. The book shall be made available to police and the Licensing Authority on request.

148 Queen Victoria Street

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

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

2. Promoted events will not be held at the premises. A promoted event is an event where the musical entertainment is provided at any time by a disc jockey or disc jockeys one or some of whom are not employees of the licence holder, and the event is promoted to the general public independent of the licensee.
3. Prominent signage shall be displayed at all exits from the premises requesting that customers leave quietly.
4. 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.
5. A Challenge 25 Scheme shall operate to ensure that any person attempting to purchase alcohol who appears to be under the age of 25 shall provide documented proof that he/she is over 18 years of age. Proof of age ID must bear a photograph, date of birth and a holographic mark or an ultraviolet feature.

The Auditorium

1. The premises shall install and maintain a comprehensive digital colour CCTV system. All public areas of the licensed premises, including all public entry and exit points will be covered enabling facial identification of every person entering in any light condition. The CCTV cameras shall continually record whilst the premises are open to the public and recordings shall be kept available for a minimum of 31 days with date and time stamping. A staff member who is conversant with the operation of the CCTV system shall be present on the premises at all times when they are open to the public. This staff member shall be able to show the police or the Licensing Authority recordings of the preceding two days immediately when requested.
2. Promoted events will not be held at the premises. A promoted event is an event where the musical entertainment is provided at any time by a disc jockey or disc jockeys one or some of whom are not employees of the licence holder, and the event is promoted to the general public independent of the licence holder.
3. Alcohol shall only be supplied to persons working in 40 Leadenhall Street, their bona fide guests or their visitors to the premises, or persons attending a private pre booked function.

Vape & Tobacco Hub

1. The premises shall install and maintain a comprehensive digital colour CCTV system. All public areas of the licensed premises, including all public entry and exit points, will be covered enabling facial identification of every person entering in any light condition. The CCTV cameras shall continually record whilst the premises are open to the public and recordings shall be kept available for a minimum of 31 days with date and time stamping. A staff member who is conversant with the operation of the CCTV system shall always be present on the premises when they are open to the public. This staff member shall be able to show the police or Licensing Authority recordings of the preceding two days immediately when requested.
2. A Challenge 25 Scheme shall operate to ensure that any person attempting to purchase alcohol who appears to be under the age of 25 shall provide documented proof that he/she is over 18

years of age. Proof of age ID must bear a photograph, date of birth and a holographic mark or an ultraviolet feature.

Goodwin Procter LLP

1. Licensable activities will be restricted to employees and invited guests of the premises licence holder.
2. A comprehensive colour CCTV system shall be maintained covering access and egress points and the 5th floor cafe enabling facial identification of every person entering in any light condition. The CCTV system shall continually record 24 hours each day. Images recorded shall be retained for at least 31 days with date & time stamping. Police and authorised officers of the Licensing Authority shall be permitted access to live and recorded images provided such requests are made in accordance with the Data Protection Act/GDPR as appropriate. Copies of recorded images authorised for release as above will be made available within 72 hours.
3. There shall be no sale of alcohol in unsealed containers for consumption off the premises.
4. A Challenge 25 Scheme shall operate to ensure that any person attempting to purchase alcohol who appears to be under the age of 25 shall provide documented proof that he/she is over 18 years of age. Proof of age ID must bear a photograph, date of birth and a holographic mark or an ultraviolet feature.

Big Mamma

1. The premises shall install and maintain a comprehensive digital colour CCTV system. All public areas of the licensed premises, including all public entry and exit points will be covered enabling facial identification of every person entering in any light condition. The CCTV cameras shall continually record whilst the premises are open to the public and recordings shall be kept available for a minimum of 31 days with date and time stamping. A staff member who is conversant with the operation of the CCTV system shall be present on the premises at all times when they are open to the public. This staff member shall be able to show the police or the Licensing Authority recordings of the preceding two days immediately when requested.
2. Promoted events will not be held at the premises. A promoted event is an event 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. An incident log shall be kept at the premises and made available on request to the Police or an authorised officer of the City of London Corporation. The log will record the following:
 - (a) all crimes reported to the venue
 - (b) all ejections of customers
 - (c) any incidents of disorder (disturbance caused either by one person or a group of people)
 - (d) seizures of drugs or offensive weapons
 - (e) any faults in the CCTV system or searching equipment or scanning equipment
 - (f) any refusal of the sale of alcohol during the hours the premises is licensed to sell it.
4. There shall be no sale of alcohol in unsealed containers for consumption off the premises.
5. A Challenge 25 Scheme shall operate to ensure that any person attempting to purchase alcohol who appears to be under the age of 25 shall provide documented proof that he/she is over 18 years of age. Proof of age ID must bear a photograph, date of birth and a holographic mark or an ultraviolet feature.

Sainsbury's

1. The premises shall install and maintain a comprehensive CCTV system. All public entry and exit points will be covered enabling facial identification of every person entering in any light condition. The CCTV cameras shall continually record whilst the premises are open to the public and recordings shall be kept available for a minimum of 30 days with date and time stamping. A staff member who is conversant with the operation of the CCTV system shall always be present on the premises when they are open to the public. This staff member shall be able to show the police or Licensing Authority recordings of the preceding two days immediately when requested.
2. A Challenge 25 Scheme shall operate to ensure that any person attempting to purchase alcohol who appears to be under the age of 25 shall provide documented proof that he/she is over 18 years of age. Proof of age ID must bear a photograph, date of birth and a holographic mark or an ultraviolet feature.

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Appendix 2

Licence Variations Issued by way of Delegated Authority (1 December 2024 to 28 February 2025)

Name	Address	Ward	Details
Gallagher Services	25 Walbrook	Walbrook	Application to include additional floors 2 and 9 for the licensable activities currently authorised under the existing licence. The additional floors are a mix of general office space and meeting rooms.
Horizon 22	Floor 58, 22 Bishopsgate	Lime Street	Application to vary the permitted hours for Live & Recorded Music and the Sale of Alcohol to commence at 07:00 Monday to Sunday. No change to the terminal hours.
Gordon Ramsay Lucky Cat	Floors 58 – 61, 22 Bishopsgate	Lime Street	Application to vary layout of floor 58.
Barbican News	54 Long Lane	Farringdon Within	Application to extend the permitted terminal hour for the Sale of Alcohol from 11PM to 4AM every day of the week, and to remove embedded historic restrictions on the existing licensing hours in condition 1 of annex 2.

Total Number of Variations Issued = 4

Number of Licences by Ward

Farringdon Within	1
Lime Street	2
Walbrook	1

Conditions Added to Licences Granted by way of Delegated Authority

Gallagher Services

NONE

Horizon 22

NONE

Gordon Ramsay Lucky Cat

NONE

Barbican News

1. The premises shall install and maintain a comprehensive digital colour CCTV system. All public areas of the licensed premises, including all public entry and exit points, will be covered enabling facial identification of every person entering in any light condition. The CCTV cameras shall continually record whilst the premises are open to the public and recordings shall be kept available for a minimum of 31 days with date and time stamping. A staff member who is conversant with the operation of the CCTV system shall always be present on the premises when they are open to the public. This staff member shall be able to show the police or Licensing Authority recordings of the preceding two days immediately when requested.
2. A Challenge 25 Scheme shall operate to ensure that any person attempting to purchase alcohol who appears to be under the age of 25 shall provide documented proof that he/she is over 18 years of age. Proof of age ID must bear a photograph, date of birth and a holographic mark or an ultraviolet feature.

Personal Licences Issued by way of Delegated Authority

01 December 2024 to 28 February 2025

2

Enforcement Action Carried out Under the Licensing Act 2003 **1 December 2024 to 28 February 2025**

Between 1st December and 28th February 2025 there were 28 pro-active inspections of the 939 licensed premises currently in the City of London. From these visits 24 premises were informally advised and 3 received a warning letter relating to minor breaches found at the premises. Compliance with licensing conditions and the Code of Good Practice remains high. An overview of the figures are as below:

Total Number of Inspections	28
Number of Warning Letters	3
Number of Premises advised	24
Number of simple cautions	0
Number of suspension notices	8
Licence lapsed/surrendered	5

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

Enforcement Action Carried out Under The Police, Factories (Misc Provisions) Act 1916 **1 December 2024 to 28 February 2025**

Total Number of Inspections	6
Number of Warning Letters	2
Verbal Advice	2
Prosecution proceedings commenced	2
Total number of prosecutions in progress	10

Noise complaints received between 01/12/2024 and 28/02/2025

Total number of complaints: 5

NAME	ADDRESS	WARD	COMPLAINT DETAILS	TYPE	DATE AND TIME	OUTCOME
Nancy Spains	143 Fenchurch Street	Langbourn	Complaint that new pub that opened is playing loud music during working hours that can be heard in offices above	MUSIC NOISE	05-December-2024 15:20	Informally Resolved
Patch East	Basement, 80 Leadenhall Street	Aldgate	Complaint of loud music playing for the last few weeks until 1am at night. Caller thinks it's coming from Patch on Leadenhall St	MUSIC NOISE	18-January-2025 23:14	Informally Resolved
The Hoop & Grapes	47 Aldgate High Street	Portsoken	Complaint that pub has loud music playing	MUSIC NOISE	26-January-2025 03:19	Informally Resolved
City Arts Bar	17-20 Ironmonger Lane	Cheap	Complaint of loud DJ music and large crowd outside	MUSIC AND PEOPLE NOISE	02-February-2025 01:20	Informally Resolved

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Key to Outcomes

Advice/Information Only - for use when we have given a complainant advice only.

Informally Resolved – when we have taken action and a matter has been resolved without formal action.

Notice Served

Prosecution Successful

Referred to Other Authority

Referred to Other Department

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