

Boxhall, Metropolitan Arcade, Liverpool Street, EC2M 7PD

**CONDITIONS CONSISTENT WITH THE OPERATING SCHEDULE AND
APPROPRIATE FOR THE PROMOTION OF THE LICENSING OBJECTIVES**

1. The provision of door security will be risk assessed. A copy of the risk assessment will be retained on the premises and made available to the police and responsible authorities.
2. Where door supervisors are employed, the following conditions will apply:
 - (a) Door supervisors who have been approved by the Security Industry Authority or any accreditation scheme recognised by the Licensing Authority, shall be used to vet customers and maintain public order. The vetting process must include implementation of the premises' proof of age policy.
 - (b) The premises licence holder shall ensure that the following details for each door supervisor, are contemporaneously entered into a bound register kept for that purpose:
 - (i) Full name,
 - (ii) SIA Certificate number and or badge number, or registration number of any accreditation scheme recognised by the Licensing Authority (including expiry date of that registration or accreditation),
 - (iii) The time they began their duty
 - (iv) The time they completed their duty.
 - (v) This register is to be kept at the premises at all times and shall be so maintained as to enable an authorised officer of the Licensing Authority or a constable to establish the particulars of all door stewards engaged at the premises during the period of not less than 31 days prior to the request and shall be open to inspection by authorised officers of the Licensing Authority or a constable upon request. **(similar to MC04 – MC07)**
3. There must be at the premises a lockable 'Drugs Box' to which no member of staff, save the DPS shall have access. All controlled drugs (or items suspected to be or to contain controlled drugs) found at the premises must be placed in this box as soon as practicable. Whenever this box is emptied, all of its contents must be given to the City of London Police for appropriate disposal.
4. Security arrangements shall include having a member of staff regularly check toilet areas, the date and times of all checks to be recorded in a bound book kept for that purpose and to be produced upon request to an authorised officer of the Licensing Authority or a constable. Signage shall also be placed in the toilet areas advising patrons that checks are conducted regularly.
5. An "Incident/ accident report register" shall be maintained in a bound book or digital log, in which full details of all incidents and/ or accidents are recorded and subsequent remedial works, medical calls, security issues etc. for the duration of the licence. **(similar to MC03)**
6. Clear notices displayed at all points where customers leave the building must instruct them to respect the needs of local residents and leave the premises and the area quietly. **(similar to MC15)**
7. A written dispersal policy agreed by City Of London Police Licensing shall be in place and implemented at the premises to move customers from the premises and the immediate vicinity in an orderly fashion. **(similar to MC14)**
8. A Noise Management Plan shall identify how noise arising from all sources of noise including plant, pa systems etc. shall be effectively controlled so as to minimise the risk of public nuisance and how any complaints of noise will be dealt with.

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. **(similar to MC18)**
10. An approved proof of age scheme shall be adopted, implemented and advertised within the premise such as “Challenge 25” whereby an accepted form of photographic identification shall be requested before any alcohol is sold to any person who appears to be under 25 years of age. **(similar to MC20)**
11. Substantial food will be available at all times that alcohol is being sold on the premises up to 30 minutes before the end of permitted hours, or the close of the premises if earlier.
12. A personal licence holder or a nominated deputy shall be available at the premises at all times during the hours when the premises are open to the public.
13. All glasses in use at the premises shall be either toughened glass or polycarbonate material. **(similar to MC10)**

CONDITIONS AGREED WITH RESPONSIBLE AUTHORITIES

AGREED WITH CITY OF LONDON POLICE

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.

AGREED WITH CITY OF LONDON ENVIRONMENTAL HEALTH POLLUTION

1. Windows and the roof on the roof terrace shall be kept closed after 22:00.
2. All (digital) music and sound on the terrace shall be controlled through a DSP (digital sound processing) device with limiter, the limits shall be set and maintained at a level agreed with Environmental Health.

CONDITIONS PROPOSED BY CITY OF LONDON POLICE AND ENVIRONMENTAL HEALTH BUT NOT AGREED WITH APPLICANT

1. 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
2. No amplified, recorded, or acoustic music on the roof terrace shall be played after 21:00 on one day until 08:00 the next day.